

GREENBRAE SCHOOL

Greenbrae Crescent
Bridge of Don
Aberdeen
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Acting Head Teacher: Mrs S du Plessis

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Dear Parent/Carer

Agreement for Computer and Internet Use

In Aberdeen City schools we want to give our children as rich a variety of learning opportunities as possible. One of the ways of doing this is to give children access to the thousands of educational websites that are available on the Internet.

The Internet provides a great wealth of information that can enrich class work and the ability to use the Internet efficiently and responsibly is a skill that will be of value throughout a child's life. It also allows a school to celebrate our children's work by publishing the work on a school website. Anyone with Internet access can go to the website and find out about the work of the school.

You probably realise that the Internet has sites that contain material that is unsuitable for children. All Aberdeen City schools use an Internet Service Provider which filters out sites that contain unsuitable material. In addition, Internet access is normally supervised.

These precautions usually ensure that children are not exposed to inappropriate material but no system can guarantee 100% protection.

We explain to all children how to use the Internet and the school computers in a responsible way before they are given access. The Aberdeen City rules for acceptable use are attached.

Any child who breaks these rules may not be allowed to use the Internet in future and may face further sanctions for serious breaches of the rules.

We feel that the educational benefits of Internet use far outweigh the risks and that using the Internet is a valuable skill for all children.

Please sign the attached form and return it to me. If your child is old enough, he/she should sign the pupil section. (We suggest that children from Primary 4 upwards will be old enough to understand the rules but individual children will vary.)

If you have any questions about this, please do not hesitate to contact the school.

Yours sincerely



Mrs S du Plessis
Acting Head Teacher



Acceptable Computer & Internet Use Policy (AUP)

While using ICT resources, computers or the Internet in Aberdeen City Schools

1. I will only use ICT resources for educational activities and will not attempt to access chat rooms, social networking sites or Instant Messaging services.
2. I will not use bad language in any messages I send or attempt to bully or harass anyone.
3. I will not try to visit sites which might have material which others might find offensive—pornography, racist, violent or similar sites.
4. I will inform staff if I find any inappropriate material on a computer I am using.
5. I will not reveal the personal address, phone number or password of others, or myself nor use another's password.
6. I will not use any computer in such a way that would disrupt the computer use of others, nor interfere with any computer security measures the school may have in place.
7. I will not attempt to access files belonging to others.
8. I will respect copyright and not use anything I download without the approval of a member of staff.
9. I will only upload, download or copy files with the permission of a member of staff.
10. I am aware that monitoring and random checks are made on all computer use and email messages sent and received

All rules relating to computer use apply to all ICT resources, computer networks and stand-alone computers in the school.

These rules also apply to all information sent electronically within the school, including text messages and pictures sent by mobile devices.

Agreement for Computer and Internet Use

PARENT/CARER

As the parent or carer of

I have read the rules for Acceptable Computer and Internet Use and understand that these rules apply when my child is using school computers and the Internet.

(If my child is old enough) I have gone through the rules with my child and explained their importance and the consequences of breaking the rules.

I understand that the school will make every reasonable effort to restrict access to all controversial material on the Internet, but I will not hold them responsible for materials my son or daughter acquires or sees as a result of the use of the Internet at school.

I give my permission to Greenbrae School to allow the child named above to use the computers and Internet in the school. (This can be changed at any time by contacting the Head Teacher.)

Parent's/Carer's signature

Date

This school may produce web pages, ICT presentations, video presentations, educational or interest articles for magazines or other media. These materials are often used to show good practice and to celebrate a school's achievements.

No child's work or photograph will be used without his/her permission but we also need permission from parents and carers to be able to publish the child's work or record activities by camera or video camera. Please be assured that the child's safety will always be of paramount importance and no personal information will be made public.

Please sign this copyright release if you are happy for your child's work to be shared in this way. (This can be changed at any time by contacting the Head Teacher.)

Parent's/Carer's signature

Date

PUPIL

I have read the rules for Acceptable Computer and Internet Use and know the importance of these rules.

I know that if I break these rules, I may lose the right to use the school's computer facilities or face further disciplinary action.

Pupil's signature

Date

