

Internet Permission Form

Dear Parent,

As part of our Information Communications Technology (ICT) curriculum we are pleased to offer pupils access to the Internet. Before they are allowed to access the Internet, we would like all pupils to obtain parental permission and return the attached form to the Headteacher.

Access to the Internet will enable pupils to explore thousands of libraries, databases and information sources and to guard against access to inappropriate material we use a filtered service provided by RM Safety Net. However, it is not impossible that pupils may access inappropriate material.

We believe that the benefits to pupils from access to the Internet, in the form of information resources and opportunities for collaboration, outweigh the disadvantages.

During lesson time teachers will guide pupils toward specific materials. Outside lesson time pupils must agree to access only those sites that are appropriate for school. Parents share the responsibility for such guidance as with other potentially offensive media such as videos, television etc.

Please read the Code of Conduct for Internet Use and sign the attached form if you wish to give your son/daughter permission to use the Internet.

Yours sincerely

W. G. Dash

Headteacher

CODE OF CONDUCT FOR USE OF THE SCHOOL'S INTERNET/E-MAIL FACILITIES

This code of conduct applies at all times, in and out of school hours, whilst using school equipment.

If your parents have signed and returned the permission form, Internet access will be provided for you to conduct research and communicate with others but only on the understanding that you agree to follow this code.

THE CODE

You should:

Only access sites that are appropriate for use in school. This also applies outside lesson time.

Be aware that your actions on the Internet can be seen by others

Be careful of what you say to others and how you say it. Never give your name, home address, telephone numbers or any personal information about yourself or others to any strangers you write to or talk with on the Internet.

Treat others, as they would expect to be treated. e.g. show respect and be polite.

Respect copyright and trademarks. You cannot use the words or pictures that you see on an Internet site without giving credit to the person that owns the site. You must not copy text or pictures from the Internet and hand it in to your teacher as your own work.

Check with a teacher before:

sending e-mail

opening e-mail attachments

downloading files, other than pictures

completing questionnaires or subscription forms

You should not:

Send, access or display offensive messages or pictures

Use or send bad language

Intentionally waste resources

Please note:

User areas on the school network will be closely monitored and staff may review your files and communications to maintain system integrity. Failure to follow the code will result in loss of access and further disciplinary action may be taken if appropriate. If applicable, external agencies may be involved: certain activities may constitute a criminal offence.

You may be asked for your Internet card to confirm you have access. Make sure you have it with you.

INTERNET PERMISSION FORM

Name _____ Class _____ Date _____

Pupil

My parents and I have read the Code of Conduct for Internet Use and I agree to follow it.

Signature _____ Date _____

Parent

As parent or guardian, I have read, discussed and explained the Code of Conduct to my son/daughter. I grant permission for to access the Internet. I understand that if he/she fail to follow the Code of Conduct for Internet Use access will be withdrawn and I shall be informed.

Parent/Guardian Signature _____ Date _____

Web Content and Copyright Permission Form

This school may produce web pages, ICT presentations, educational or interest articles for magazines or similar. No child's work will ever be used without his/her permission but we also need permission from the parents to be able to publish the child's work. Please rest assured the child's safety will always be of paramount importance, 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, just notify the Headteacher).

The following guidelines are issued to schools for your information.

Guidelines for the Content of School Webs:

Teachers and other staff need to be aware that pages constructed are potentially available for the whole world to view. We are portraying an image of Pembrokeshire and of our own Authority and Schools. Crucially, we need also to be aware that children and families need to have their own privacy protected from any potential viewers.

Pupils should only be referred to by first name. Work done by pupils may be referred to by their first name and their class or year.

Any images of children should be published only with written parental consent. These images should only be used in a purposeful manner and with the greatest sensitivity. The most careful consideration should be given to their potential inappropriate use. Issues to consider are:

- Close up shots - individual pictures discouraged
- State of dress
- Camera angles

Any images of pupils will not be labeled with their names or be associated with other personal information.

On no occasion will the family name or domestic situation of a pupil be revealed, even if this is through the content of the pupils work.

Copyright Release

I consent for the school to publish my child's work on the Internet subject to strict confidentiality of personal information.

Parent/Guardian Signature _____

Images Permission

I have read the school policy and give consent for the publication of images in which my child appears subject to the conditions of the policy.

Parent/Guardian Signature _____