

What is an AUP?

We ask all children, young people and adults involved in the life of Woodlands Academy to sign an Acceptable Use* Policy (AUP), which is a document that outlines how we expect them to behave when they are online, and/or using school networks, connections, internet connectivity and devices, cloud platforms and social media (both when on school site and outside of school).

Your child will also need to sign a new AUP which there is also a link to in this letter.

Why do we need an AUP?

These rules have been written to help keep everyone safe and happy when they are online or using technology. Sometimes things go wrong and people can get upset, but these rules should help us avoid it when possible, and be fair to everybody.

School systems and users are protected and monitored by security and filtering services to provide safe access to digital technologies. This means anything on a school device or using school networks/platforms/internet may be viewed by one of the staff members who are here to keep your children safe.

We tell your children that they should not behave any differently when they are out of school or using their own device or home network. What we tell pupils about behaviour and respect applies to all members of the school community:

“Treat yourself and others with respect at all times; treat people in the same way when you are online or on a device as you would face to face.”

Where can I find out more?

We are currently in the process of updating our current Online Safety Policy which you can read by clicking [here](#). However, if you want to find out more, you can read LGfL’s Online Safety Policy template which we use. This can be found by clicking on the following link: safepolicies.lgfl.net - This is for more detail on our approach to online safety and links to other relevant policies (e.g. Safeguarding Policy, Behaviour Policy, etc). You will also have been asked to sign an AUP for parents.

What am I agreeing to?

1. I understand that Woodlands Academy uses technology as part of the daily life of the school when it is appropriate to support teaching & learning and the smooth running of the school, and to help prepare the children and young people in our care for their future lives.
2. I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials, including behaviour policies and agreements, physical and technical monitoring, education and support and web filtering. However, the school cannot be held responsible for the nature and content of materials accessed through the internet and mobile technologies, which can sometimes be upsetting.
3. I understand that internet and device use in school, and use of school-owned devices, networks and cloud platforms out of school may be subject to filtering and monitoring. These should be used in the same manner as when in school.
4. I will promote positive online safety and model safe, responsible and positive behaviours in my own use of technology, including on social media: not sharing other's images or details without permission and refraining from posting negative, threatening or violent comments about others, including the school staff, volunteers, governors, contractors, pupils or other parents/carers.
5. The impact of social media use is often felt strongly in schools, which is why we expect certain behaviours from pupils when using social media. I will support the school's social media policy and not encourage my child to join any platform where they are below the minimum age.
6. I will follow the school's digital images and video policy, which outlines when I can capture and/or share images/videos. I will not share images of other people's children on social media and understand that there may be cultural or legal reasons why this would be inappropriate or even dangerous. The school sometimes uses images/video of my child for internal purposes such as recording attainment, but it will only do so publicly if I have given my consent to this via the consent form sent to me by school.
7. I understand that for my child to grow up safe online, s/he will need positive input from school and home, so I will talk to my child about online safety (NB: the recent LGfL DigiSafe survey of 40,000 primary and secondary pupils found that 73% of pupils trust their parents on online safety, but only half talk about it with them more than once a year). Understanding human behaviour is more helpful than knowing how a particular app, site or game works.
8. I understand that whilst home networks are much less secure than school ones, I can apply child safety settings to my home internet. Internet Matters provides guides to help parents do this easily for all the main internet service providers in the UK.
9. I understand that it can be hard to stop using technology sometimes, and I will talk about this to my children, and refer to the principles of the Digital 5 A Day: childrenscommissioner.gov.uk/our-work/digital/5-a-day/
10. I understand and support the commitments made by my child in the Acceptable Use Policy (AUP) which s/he has signed, and which can be seen [here for EYFS/KS1](#) & [here for KS2](#), and I understand that s/he will be subject to sanctions if s/he does not follow these rules.

11. I can find out more about online safety at Woodlands Academy by reading the full Online Safety Policy [here](#) and can talk to Ms Rana (Headteacher), Mrs Magan (Assistant Headteacher for Teaching & Learning) and Miss Hasker (Assistant Headteacher for Inclusion) if I have any concerns about my child/ren’s use of technology, or about that of others in the community, or if I have questions about online safety or technology use in school.

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**I/we have read, understood and agreed to this policy. You can sign and accept this AUP by completing the Google Form: <https://forms.gle/g1vbi87SVLYJCfcZ7>**

**Signature/s:** \_\_\_\_\_

**Name/s of parent / guardian:** \_\_\_\_\_

**Parent / guardian of:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please note that parents may also be interested in the school’s approach to the following matters, which are all covered as sections within the overall school Online Safety Policy: Roles and responsibilities of members of the school community

- Education and curriculum
- Handling online-safety concerns and incidents
- Actions where there are concerns about a child
  - Sexting and upskirting
  - Bullying
  - Sexual violence and harassment
  - Misuse of school technology (devices, systems, networks or platforms)
  - Social media incidents
- Data protection and data security
- Appropriate filtering and monitoring
- Electronic communications
- Email
- School website
- Cloud platforms
- Digital images and video
- Social media
- Device usage