Acceptable Use Policy (AUP)

Parents/Carers

2026/2027

OUR TRUST PRAYER

Heavenly Father,
Let peace, friendship and love
grow in our schools.
Send the Holy Spirit to give
excellence to our learning,
love to our actions and
joy to our worship.
Guide us to help others,
so that we may all
Learn, Love and Achieve,
Together with Jesus

Amen

INTRODUCTION & BACKGROUND

Technology is an essential part of daily life and learning. At our school, your child's safety and wellbeing are our utmost priority. We expect pupils to act with equal respect and care whether they are online or face-to-face, inside or outside of school.

We ask parents and carers to sign this policy to help reinforce these safe behaviours. Your child has signed a matching age-appropriate AUP. Our full Online Safety Policy can be found on our website. If you have any questions, please contact our Designated Safeguarding Lead (DSL) or Headteacher via the school office.

Our school 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 in our care for their future lives. We take every reasonable precaution to keep pupils safe online as outlined in the government's guidance.

1. DEVICES IN SCHOOL

- **Filtering & Monitoring:** I understand the school uses filtering (website blocking) and monitoring to protect pupils. While school network protections are safer than most home networks, no system is 100% risk-free. The school aims to teach safe and responsible use, rather than 'overblocking' educational content.
- **Mobile Phones & Personal Devices:** I will support the school's Mobile Phone and Smart Devices Policy (available via school's website). I will not call or text my child during the school day; urgent messages must always go through the school office.
- **Tracking Devices:** I will not attempt to track my child during the school day or on school trips using Apple AirTags or similar devices. Doing so violates product terms, can broadcast locations to strangers, and causes unnecessary distress during routine route adjustments.
- **School Communications:** Staff will only contact my child regarding learning or wellbeing through approved systems. I will report any unusual or external app contact requests immediately to school's DSL or Headteacher via the school office.

2. AT HOME & REMOTE LEARNING

- **Filtering:** I understand that any school-owned devices and cloud platforms that are used out of school are subject to filtering and monitoring. More detail of this can be found in our online safety policy.
- **Safe Environment:** I will help my child maintain safe habits at home and during remote learning.

- **Video Call Etiquette:** During school video calls, I will ensure my child is fully dressed (not in bed) and that their camera points away from personal spaces or uses a blurred background.
- **Private Online Tutors:** If I arrange private online tuition, I will verify their safety credentials using the *Online Tutors – Keeping Children Safe* guidelines and ensure sessions happen in a shared family room.
- **Home Protections & Boundaries:** I will utilise parental controls, home filtering, and child-safe search tools like swiggle.org.uk or YouTube Kids. I will promote a healthy balance using the *Digital 5 A Day* framework. Parental guidance is available at parentsafe.lgfl.net.
- **Regular Dialogue:** To help understand what my child does online and ensure they are confident to talk to me should something go wrong, I will regularly talk to my child about their life online. Parental guidance is available at parentsafe.lgfl.net.

3. IN THE COMMUNITY & SOCIAL MEDIA

- **Modelling Digital Respect:** I will model safe, positive online behaviours. I will refrain from sharing images or details without permission or posting negative, threatening, or abusive comments about school staff, governors, pupils, or other parents on social media. The school will request the prompt deletion of abusive posts and contact the police if an offence occurs.
- **Age Restrictions & Group Chats:** The impact of social media use is often felt strongly in schools. I will support age restrictions and will not encourage my child to join platforms where they are below the minimum age (under 13 currently for most social media platforms). I will actively monitor my child's out-of-school digital interactions, such as WhatsApp or gaming group chats, to help prevent child-on-child abuse from spilling into school.
- **Privacy & Covert Recording:** Taking secret photos, videos, or recordings of teachers or pupils (including remotely or via wearable technology) is strictly forbidden. Personal recording devices like smart glasses are prohibited without written permission from the Headteacher. To request a recording, I will contact the Headteacher via the school office.
- **Visiting School Premises:** I will keep my personal technology in my pocket when visiting the school. I will never share photos or videos 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 (see nofilming.lgfl.net for more information). The school will only use my child's image publicly with my explicit consent.

4. ARTIFICIAL INTELLIGENCE & REPORTING

- **Generative AI Risks:** I will talk to my child about the risks of Artificial Intelligence, which is now embedded in many mainstream apps. I will discuss the specific dangers of AI chatbots, image creators, and "nudifying" apps that create inappropriate or illegal content. Advice can be found at parentsafe.lgfl.net.
- **Reporting Without Fear:** I understand that my child may be subject to school sanctions if they break online rules. However, I will reassure my child that they can always tell a trusted adult at home or at school if something goes wrong or upsets them online, without fear of immediate device confiscation or punishment.
- **Further Support:** For comprehensive support on parental controls, safe settings, gaming, apps, and sensitive topics (including cyberbullying, radicalisation, or inappropriate content), please utilise parentsafe.lgfl.net.

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PARENT/CARER ACKNOWLEDGEMENT

I/we have read, understood, and agree to support this Acceptable Use Policy.

Signature(s): _____

Name(s) of Parent / Guardian: _____

Parent / Guardian of (Child's Name): _____

Date: _____

You can review individual sections of our broader school policy regarding online safety which is available on our website.
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Review Schedule

Policy Author	Data Protection Officer (DPO)
Policy Approver	Trust Chief Operating Officer
Current Policy Version	2.0
Policy Effective From	1st September 2026
Policy Review Date	By 31st August 2027

Revision Schedule

Version	Revisions	By whom
1.0	Original document produced	DPO
1.1	Updated in line with KCSIE 2020 and COVID-19 (page 3 – "Why do we need an AUP" removed. Point 3 "including during any remote learning periods" added. Point 6 – new sentence added re DP Policy. Points 8, 9 and 11 added. All other points reviewed, some with minor amendments).	DPO
1.2	Reviewed in line with KCSIE 2021, bullet 7 and bullet 9 updated. Online Tutor poster appended.	DPO
1.3	Reviewed in line with KCSIE 2022. New bullet 4. New Trust Prayer.	DPO
1.4	Reviewed in line with KCSIE 2023. New bullet 3, 5, 6 and 9.	DPO
1.5	Reviewed in line with KCSIE 2024. The Background section has been updated. Additional wording added to bullets 10 and 12. New bullets: 11 and 13. Removed copy of Online Tutors – Keeping Children Safe poster and added a link to the poster : bullet 16.	DPO
1.6	Reviewed in line with KCSIE 2025. Added new bullets (15 and 20).	DPO
2.0	Updated in line with KCSIE 2026 and reformatted into key sections.	DPO