

Oaklands Junior School

Headteacher - Mrs H West

Butler Road, Crowthorne, Berkshire RG45 6QZ

Telephone: 01344-773496

admin@oaklands-jun.wokingham.sch.uk

www.oaklandsjunior-school.org.uk



Dear Parent/Carer,

Responsible Internet Use

As part of your child's curriculum and the development of IT skills, Oaklands Junior School provides supervised access to the Internet. We believe that the use of the Internet is worthwhile and is an essential skill for children as they grow up in the modern world. Please would you read the attached Rules for Responsible Internet Use, sign and return the consent form so that your child may use the Internet at school.

Although there have been concerns about pupils having access to undesirable materials, we take positive steps to deal with this risk in school. Children are regularly taught online safety rules and our school Internet provider operates a filtering system that restricts access to inappropriate materials. This may not be the case at home and we can provide references to information on safe Internet access if you wish.

Whilst every endeavour is made to ensure that suitable restrictions are in place to prevent access to inappropriate materials, the school cannot be held responsible for the nature or content of materials accessed through the Internet. The school will not be liable for any damages arising from your child's use of the Internet facilities.

Yours faithfully,

A handwritten signature in black ink that reads 'H West'.

Mrs H West
Headteacher

The Oaklands SMART Online Safety Code

Guidelines for the use of Oaklands World of Learning and Microsoft Teams

To keep safe when I am using OWL and Teams and the Internet:

- ☞ I will only log on with my own username and password and I will not use one that belongs to someone else.
- ☞ I will not tell anyone else my OWL or Teams password and I will always log off when I have finished.
- ☞ I will be sensible about what I put on OWL and Teams, homepage and other work.
- ☞ I will only search the web if an adult is in the same room as me.
- ☞ I will only use agreed websites when given permission by a teacher.
- ☞ I understand the copying text or images that belong to someone else may be illegal and will take care to respect and check copyright.
- ☞ I know that I shouldn't send unkind messages to anyone.
- ☞ I will tell an adult if I find anything that upsets me on the internet.
- ☞ I will not visit chat rooms, chat rooms in online games, message boards and social networking sites (Facebook, YouTube, TikTok, Snapchat, Roblox, Twitter etc) on the school site and in school time.
- ☞ I know that my school can check the websites I have visited.
- ☞ I will not access my own email on the school site.
- ☞ I will not bring in memory sticks or CDs from home into school.
- ☞ I follow the SMART code when using computers in school and at home.

Be a Safe Surfer and stay SMART!

Oaklands Junior School Responsible Internet Use

Please retain the SMART Online Safety Code at home and complete, sign and return.

<i>Pupil:</i>	<i>Class:</i>
Pupil's Agreement: <ul style="list-style-type: none">• I have read and understand the Oaklands Smart Online Safety Code• I will use the computer system and Internet in a responsible way and obey these rules at all times.• I know that I can only use OWL and Teams if I agree with all these rules.	
<i>Signed:</i>	<i>Date:</i>
Parent's Consent for Internet Access and use of Oaklands World of Learning (OWL) and Microsoft Teams: <ul style="list-style-type: none">• I have read and understood the school rules for the Oaklands SMART Online Safety Code and give permission for my son/daughter to access the Internet.• I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials, with filters in place.• I understand that the School cannot be held responsible for the nature or content of materials accessed through the Internet.• I agree that the School is not liable for any damages arising from use of the Internet facilities.	
<i>Signed:</i>	<i>Date:</i>
<i>Please print name:</i>	