

## **Internet and Email Use Permission Letter**

Dear Parent / Carer

### **Use of Internet and Email in School**

As part of the school's information and communications technology (**ICT**) programme, we offer pupils supervised access to the **Internet** and email. Before the school allows students to use these facilities, they must obtain parental permission. Both pupils and parents must sign and return an **Internet and Email** Use Permission Form as evidence of their acceptance of the school's Rules for Responsible **ICT** Use. Copies of both are enclosed with this letter.

Various projects have proven the educational benefits of **Internet** and email access, which enable pupils to explore a wide range of information sources, and communicate and collaborate with other learners throughout the world. Although there are concerns about children having access to inappropriate material via the **Internet**, the school takes a range of measures to minimise these risks. A filtering system is in operation, which restricts access to inappropriate materials, and this is supplemented by an **Internet** safety programme for all pupils which teaches the safe and appropriate behaviours to adopt when using the **Internet** email and other technologies. All email is checked for unsuitable content and images, including within attachments and such email is stopped.

Although **Internet** use is supervised and filtered within our school, families should be aware that some pupils may find ways to access material that is inaccurate, defamatory, illegal, or potentially offensive to some people. As with any other area, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources at home. The school therefore supports and respects each family's right to decide whether or not to grant consent for access.

During school teachers will guide students towards appropriate material. At home, families bear the same responsibility for guidance as they exercise with other information sources such as television, films and radio.

If you decide to support your child's application for access to the **Internet**, please read the enclosed Rules for Responsible **ICT** Use, complete and sign the enclosed permission form and return it to me by the end of term. The school has a number of leaflets from national bodies that explain issues further and also cover **Internet** use at home. If you would like copies of these, please contact the school. Should you wish to discuss any aspect of **Internet** use, or to see a lesson in operation, please telephone me to arrange an appointment.

Yours sincerely

Mrs Rosemary A Jones  
Headteacher