



Acceptable Use Policy for Parents

Mission, Vision and Culture

Think, Nurture, Thrive and Be Proud!

Our bespoke, ambitious and child-led curriculum combined with our outstanding practice creates opportunities for all children to achieve success and meet their full potential, both personally and academically. As a nationally recognised Thinking School and a Rights Respecting Gold School, we nurture an empathetic community of creative, respectful, curious and independent thinkers and provide opportunities for our children to develop their unique talents and skills. We pride ourselves in our dedication to fostering positive wellbeing, celebrating diversity and promoting a culture of environmental awareness and responsibility.

Through our school culture of Collaboration, Consistency, Challenge and Celebration, and by promoting the values of Aspiration, Courage, Honesty, Respect and Responsibility, we empower a resilient school community of compassionate, responsible global citizens, committed to making the world a better place.

Introduction:

We recognise that the internet has huge potential as a learning resource and as a way people connect with each other, however, as the use of online services and resources grows, so too have the risks and potential dangers which arise from the use of modern communications, technology and the internet. As part of our commitment to safeguarding, we ask all children and adults involved in the life of Hillcross Primary School to sign an Acceptable Use Policy (AUP) to demonstrate our shared commitment to keeping our children and each other safe and to show due diligence with regards to the security of our IT network and the protection of sensitive data.

An Acceptable Use Policy (AUP) is **a framework for students and their parents, guardians or carers, and the school** that outlines how we expect them to behave when they are online; using school networks, connections, internet connectivity and devices; cloud platforms; and social media. It applies to activity undertaken both when on the school site and when outside of school.

While regulation is important, at Hillcross we balance this carefully with proactively educating our children to take a responsible approach. Children and young people need help and support to recognise and avoid online risks and harms. At Hillcross our planned internet safety programme is provided as part of our PSHE curriculum, features prominently within our Computing curriculum and key safety messages are reinforced as part of all other subject areas as appropriate.

You can read more about this in our [Online Safety Policy](#). Links to online safety are also made within our Child Protection and Safeguarding Policy and our Relationships and Behaviour Policy.

Staff sign an Acceptable Use Policy when they join our school and this is reviewed annually.

Your child signs up to a 'Team Acceptable Use Policy' at the beginning of every school year(see below). In Year 5 and Year 6 each Team also agrees to a 'Social Media Charter' that is created collaboratively. We explain to the children that they should not behave any differently when they are out of school or using their own device or home network. We explain what acceptable behaviour is and that this applies to all members of the school community, at all times whether they are at home or school. Respect is one of our school values and children are reminded to **treat themselves and others with respect at all times and to treat people in the same way when they are online or on a device as they would if they were face to face."**



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It is crucial that we all work together to keep our children safe. Parents should be aware of the following information and we ask parents/carers to agree to commit to support and model acceptable use at all times:

1. I understand that Hillcross Primary 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 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, including during any remote learning periods.
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 guidance on social media, found [here](#) on our school website, **and will not enable or encourage my child to join any platform where they are below the minimum age.**
6. **Use of personal mobile devices by parents/carers:** whilst we would prefer that parents did not use their mobile devices/phones while at school, we recognise that this would be impossible to regulate and that many parents see their mobile phones as an essential means of communication. We therefore ask that parents/carers usage of mobile phones, whilst on the school site is courteous and appropriate to the school environment.
7. I understand that Hillcross Primary School operates as a mobile phone-free environment for pupils during the school day (*only children in year 5 and year 6 **who walk to or from school on their own** can have a phone in school; the phone is switched off at the school gate and immediately handed in to the Team teacher*). I am familiar with the Use of Mobile Devices and Digital Images Policy. I will support this policy and discuss with my child why this is important for their learning and wellbeing.
8. 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.
9. I understand that for my child to be safe online, s/he will need positive input from school and home, so I will talk to my child about online safety and refer to parentsafe.lgfl.net for advice and support on safe



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settings, parental controls, apps and games, talking to them about life online, screentime and how to stay safe.

If I allow my child to have online access without direct adult supervision, I will agree to and will act on the following:

10. I will regularly talk to them in an age-appropriate way about risks including bullying, accessing pornography, extremism and gangs and not to sharing inappropriate content.
11. I understand that Generative AI tools (such as ChatGPT, image generators, and other AI platforms) present both opportunities and risks. I will talk to my child about:
 - Not sharing personal information with AI tools
 - Understanding that AI-generated content may not be accurate or appropriate
 - The importance of critical thinking when using AI
 - Respecting intellectual property and academic integrity when using AI for schoolwork
12. I understand that the making or sharing of nudes or semi-nudes (including images digitally altered or wholly generated by artificial intelligence such as deepfakes) is a serious safeguarding matter. I will talk to my child about these risks and report any concerns immediately to the school's Designated Safeguarding Lead.
13. I will talk to my child about online exploitation risks, including financial scams, grooming, and modern slavery, and will report any concerns to the school immediately.
14. I understand that whilst home networks are much less secure than school ones, I can apply child safety settings to my home internet and devices.
15. 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/
16. I understand and support the commitments made by my child in the Acceptable Use Policy (AUP) which s/he has signed, and I understand that s/he will be subject to sanctions if s/he does not follow these rules.
17. I can find out more about online safety at Hillcross Primary School by reading the full Online Safety Policy (see link above).
18. If I have urgent safeguarding concerns about online activity, I will contact a Designated Safeguarding Lead (DSL) immediately via info@hillcross.merton.sch.uk or by calling the school office and asking to speak to one of them. For non-urgent queries about online safety, I can speak to my child's class teacher.
19. I understand that the school is here to support families if online behaviour is causing difficulties at home. I can speak confidentially to the DSL if I need advice or support.

This policy is sent out to parents annually. If you have questions or concerns about any aspect of this policy, please contact us at info@hillcross.merton.sch.uk. We welcome your feedback and will work with you to address any concerns while maintaining our safeguarding responsibilities.



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Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation. We are committed to treating all members of the school community fairly and challenging negative attitudes about disability and accessibility and to developing a culture of awareness, tolerance and inclusion. This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any member of the school community and it helps to promote equality and accessibility at our school. The curriculum is planned to be inclusive and meet the needs and interests of a full range of learners. Activities and resources will be differentiated and adult support used to ensure that children access the curriculum and make the best possible progress.

Safeguarding Commitment

The school is committed to safeguarding and promoting the welfare of children, in line with the most recent version of Keeping Children Safe in Education, and expects all staff and volunteers to share this commitment. We take seriously our duty of care to our pupils and staff which includes safeguarding them from the risk of being drawn into terrorism - this includes not just violent extremism but also non-violent extremism, which can create an atmosphere conducive to terrorism and can popularise views which terrorists exploit. We work closely with social care, the police, health services and other services to promote the welfare of children and protect them from harm. Radicalisation is recognised as a specific safeguarding issue and is addressed in line with the Government Prevent Strategy and The Counter-Terrorism and Security Act 2015.

Privacy Policy

Hillcross School is committed to ensuring protection of all personal information that we hold. We recognise our obligations under data protection laws, which include the UK General Data Protection Regulation (UK GDPR), the Data Protection Act 2018, and the Data (Use and Access) Act 2025.

Reviewed at least Annually. Date of next review: September 2027



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Appendix 1: EYFS- Y2 Acceptable Use Agreement



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Acceptable Use Policy

At Hillcross, we stay safe online by following our 5 Internet Safety Pillars.

Sharp

Smart sharing, not oversharing



Alert

Knowing what's real and what's fake

Secure

Keeping your information safe

Kind

Respecting others

Brave

Speak up- report it

Sign:

Date:



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Appendix 2: Y3-Y6 Acceptable Use Agreement



Sharp
Smart sharing, not oversharing

Alert
Knowing what's real and what's false

Secure
Keeping your information safe

Kind
Respecting others

Brave
Speak up- report it

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Acceptable Use Policy— Year 3-6

- ⇒ I will not disclose or share personal information about myself or others when online.
- ⇒ I will not share my username and password with anyone or try to use any other person's username and password.
- ⇒ I will be aware of "stranger danger", when I am communicating online.
- ⇒ The school will monitor all use of the ICT systems, email and other digital communications.
- ⇒ I will immediately report any damage or faults involving equipment or software, however this may have happened.
- ⇒ I will not open any attachments to emails, unless I know and trust the person / organisation who sent the email, due to the risk of the attachment containing viruses or other harmful programmes.
- ⇒ I will respect others' work and property and will not access, copy, remove or otherwise alter any other user's files, without the owner's knowledge and permission.
- ⇒ I will not take or distribute images of anyone without their permission.
- ⇒ I understand that the school ICT systems are for educational use and that I will not use the systems for personal or recreational use unless I have permission to do so.
- ⇒ I understand the risks and will not try to upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others, nor will I try to use any programmes or software that might allow me to bypass the filtering / Security systems in place to prevent access to such materials.
- ⇒ I will not install or attempt to install programmes of any type on a machine, or store programmes on a computer, nor will I try to alter computer settings.
- ⇒ I will be polite and responsible when I communicate with others, I will not use strong, aggressive or inappropriate language and I appreciate that others may have different opinions.
- ⇒ I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it online.
- ⇒ I will only use approved email accounts on the school system.
- ⇒ I will not reveal personal details of myself or others in e-mail communication, or arrange to meet anyone without specific permission.
- ⇒ If choosing a profile picture, I will use an avatar so that it is not a picture of myself.
- ⇒ I understand that if I do not follow this Acceptable Use Policy agreement, inside or outside school, it will lead to action which may include loss of access to the school network / Internet, detentions, contact with parents, suspensions, and in the event of illegal activities involvement of the police. Examples of this is cyberbullying, sending/receiving inappropriate images and misuse of personal information.

Sign: _____

Date: _____