



## The Froebelian School

### Video Conferencing Acceptable Use Policy

This Acceptable Use Policy for Video Conferencing should be read in conjunction with the School's Acceptable Internet Use Agreement (see overleaf) and Online Safety Policy ([click here](#)).

In our school, the following statements outline what we consider to be acceptable use of Video Conferencing:

1. Children who take in part in video-conferences must only do so with the permission of their parent/carer.
2. For safeguarding purposes, teachers will keep a log of all video conferences, including date, time and with whom the conference was held.
3. As a minimum, a video-conference will always include **at least** five children with a staff member for safeguarding for all participants.
4. Children must always be supervised by their parent/carer when video conferencing at home with their teacher.
5. It is expected that all children will participate in their daily scheduled video-conference/s. If they are unwell or if the technology fails, parents should email the class teacher to inform them.
6. Children should only participate in scheduled conferences with their class teacher.
7. Copyright, privacy and Intellectual Property Rights (IPR) legislation will be breached if images, video or sound are recorded without permission.
8. All video conferences should be approved in advance by the Headteacher.
9. All children should behave during the video conference just as they would if they were in their classroom at school.
10. The teacher may end a video conference call if at any point they are unhappy with the conduct of children participating in the conference.



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### Froebelian School Pupil Internet Agreement

This is to be read through with your parent(s) and then signed by both you and your parents. You will be allowed access to the internet after this form is returned to school. These rules apply to all electronic devices in the school which can access the internet including iPads.

- At the Froebelian School we expect all pupils to be responsible users of the internet. This includes materials they choose to access, and language they use.
- Pupils must ask permission to access the internet and a member of staff should be present throughout the session.
- Pupils using the internet must not deliberately seek out offensive or extremist material. Should this happen accidentally then you must inform the member of staff present.
- Access to social networking sites e.g. Facebook, Instagram, Snapchat, Twitter or any internet chat room is not allowed.
- Pupils are not allowed to download program files, music or video files from the internet.
- Pupils must seek approval from the ICT Leader or another teacher before using 'memory sticks' or any other portable file sharing device.
- Accessing web-based email e.g. 'hotmail' accounts is not allowed. Any emails created by pupils for educational purposes as part of a structured lesson will be sent by teachers.
- Internet use will be monitored
- Any pupil who persistently fails to comply with the Froebelian Pupil Internet Agreement may be denied access to the resources and additional sanctions may be applied.

### Froebelian School Pupil Internet Agreement

I have read through the agreement with my child and agree to these safety restrictions. I give permission for my child to use the school's internet resources under staff supervision. I understand that the school will take all reasonable precautions to ensure that pupils cannot access inappropriate material.

Signed..... (Parent/Carer)

Name of child..... Form.....

Signed (Pupil) .....

Date.....