



Oakley Lower School



Station Road, Oakley, Bedford, MK43 7RE

Headteacher
Mrs S Lovett

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Tel: 01234 822104
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Dear Parents

As part of the school's ICT curriculum, we offer pupils supervised access to suitable Internet sites. Pupils must have parental permission and the form below should be signed and returned as evidence of your approval.

Access to the Internet enables pupils to explore thousands of libraries and databases and to exchange messages with other schools through the world. The school is aware that some material might be unsuitable for children and has drawn up a set of guidelines (copy on the reverse of this letter) for it's safe use. In addition, all staff are required to sign a form stating that the guidelines will be adhered to and that children will not be permitted to view unsuitable material.

We would be grateful if you would read the guidance overleaf and complete and return the permission form below.

Yours sincerely

Sarah E Lovett
Headteacher

Internet Permission Form

As parent/legal guardian of, I give permission for my child to use electronic mail and the Internet. I understand that this form will remain valid for the duration of my child's education at OLS unless I make written request to revoke the permission.

Signed: Date:



Nationally Accredited Scheme



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Guidelines for use of the Internet

1. Pupils should display good behaviour on the Internet in the same way that they are expected to do so in school or on visits.
2. The home pages should be the first point of reference. A list of other suitable sites is to be compiled.
3. Other sites must be vetted for suitability by the supervising adult before children are allowed to view the material.
4. Pupils are not permitted to:-
 - send or display offensive messages or pictures
 - use obscene or inappropriate language
 - damage computers, systems or networks
 - violate copyright laws
 - intentionally waste the resource
5. Staff are not permitted to engage in any of the above at any time or at any time to:
 - harass, insult or attack others
 - use others' passwords
 - trespass in others' folders, work or files
 - permit children to engage in any of (4) above
 - use the Internet for private research/communication without permission of the Headteacher.
6. Convention and protocols must be adhered to at all times.

Violation of the guidelines may result in a temporary or permanent ban on Internet use.

Disciplinary action in accordance with the school's discipline policy may be taken where a child violates the guidelines on language or behaviour.

If applicable, the LA or police may be involved.

