



Winterton Community Academy

Newport Drive, Winterton, Scunthorpe, North Lincolnshire, DN15 9QD

Telephone: (01724) 732777 Fax: (01724) 733051

email: reception@wintertoncommunityacademy.co.uk

Headteacher - Mr G L Morris BSc NPQH

6th September 2017

Dear Parent,

We are pleased to have welcomed your child into our school today for what, I hope will be a successful five year association with you. Winterton Community Academy will offer your child an exciting opportunity to develop their academic potential. Apart from new subjects to study they will have the opportunity to take part in a range of new activities. They will make new friends during the next year. Their feelings of anxiety are normal and both staff and pupils will be eager to help them adjust to their new surroundings

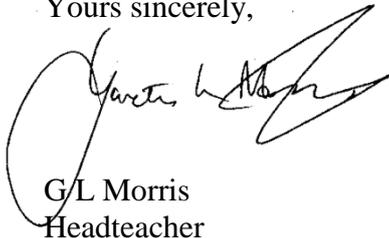
In this booklet is information for you to read and a data collection sheet for you to check. Would you please sign the consent form and the data collection sheet and return to school.

The school website has various information and updates for you to have a look at. Some important policies are listed below for you to read:

- Internet Policy
- Privacy Notice
- Anti-bullying Policy
- PSHE Policy

If you have any queries or questions, please do not hesitate to contact the school.

Yours sincerely,



G/L Morris
Headteacher

Photographic and Video images and the use of ICT

From time to time in lessons and / or extra-curricular activities we take photographs / videos of staff and pupils. These images are used for pupil work, display, open night and parents' meetings, local newspaper articles, and are often added to the school's newsletters, website and our Facebook and Twitter pages.

All parents and carers will be asked to sign a consent form allowing their child to be photographed or videoed while take part in school activities throughout his/her time at this school. This is to avoid the need to ask your permission on every individual occasion.

I can reassure that every care is taken to ensure that photographic / video images are not misused in anyway. Thank you in advance for your co-operation.

Routine Educational Visits

In order to extend learning beyond the confines of the classroom we regularly organise routine visits out into the local area. We also have an extensive range of sporting fixtures throughout the year.

Under Government guidelines schools are required to obtain written permission from parents before their child is allowed to participate in these activities whether they are in school time or outside school hours, as with many sports fixtures.

As parents will appreciate, especially for the selection of sports teams, it would be very difficult for the school to seek separate written permission for each activity for all year groups across the whole school.

The Academy has agreed to a single form being signed by parents that will cover pupils for their time at this school. If you are willing to give your consent for these local visits, then please sign the reply slip and return this to your son/daughter's Tutor. If you choose not to give your consent or return the slip, then your child will be excluded from these activities.

The consent slip does not cover visits beyond the local area or residential visits such as Outdoor Education or visits abroad. You will be asked for separate consent if your son/daughter is involved in these activities.

ICT Programme

As part of the Academy's new ICT programme we will be able to offer pupils supervised access to the Internet, the global network of computers. Before being allowed to use the Internet, all pupils must obtain parental permission and both they and you must sign and return the enclosed form as evidence of your approval and their acceptance of the school rules on this matter.

Access to the Internet will enable pupils to explore thousands of libraries, databases, and bulletin boards while exchanging messages with other Internet users throughout the world.

Whilst our aim for Internet use is to further educational goals and objectives, pupils may find ways to access other materials as well. We believe that the benefits to pupils from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages and we are aware of the potential problems. "CEOP;s Thinkuknow" offer advice on how to provide your child with the skills to use the Internet safely at https://www.thinkuknow.co.uk/11_13/

During school, teachers will guide pupils toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies and other potentially offensive media.

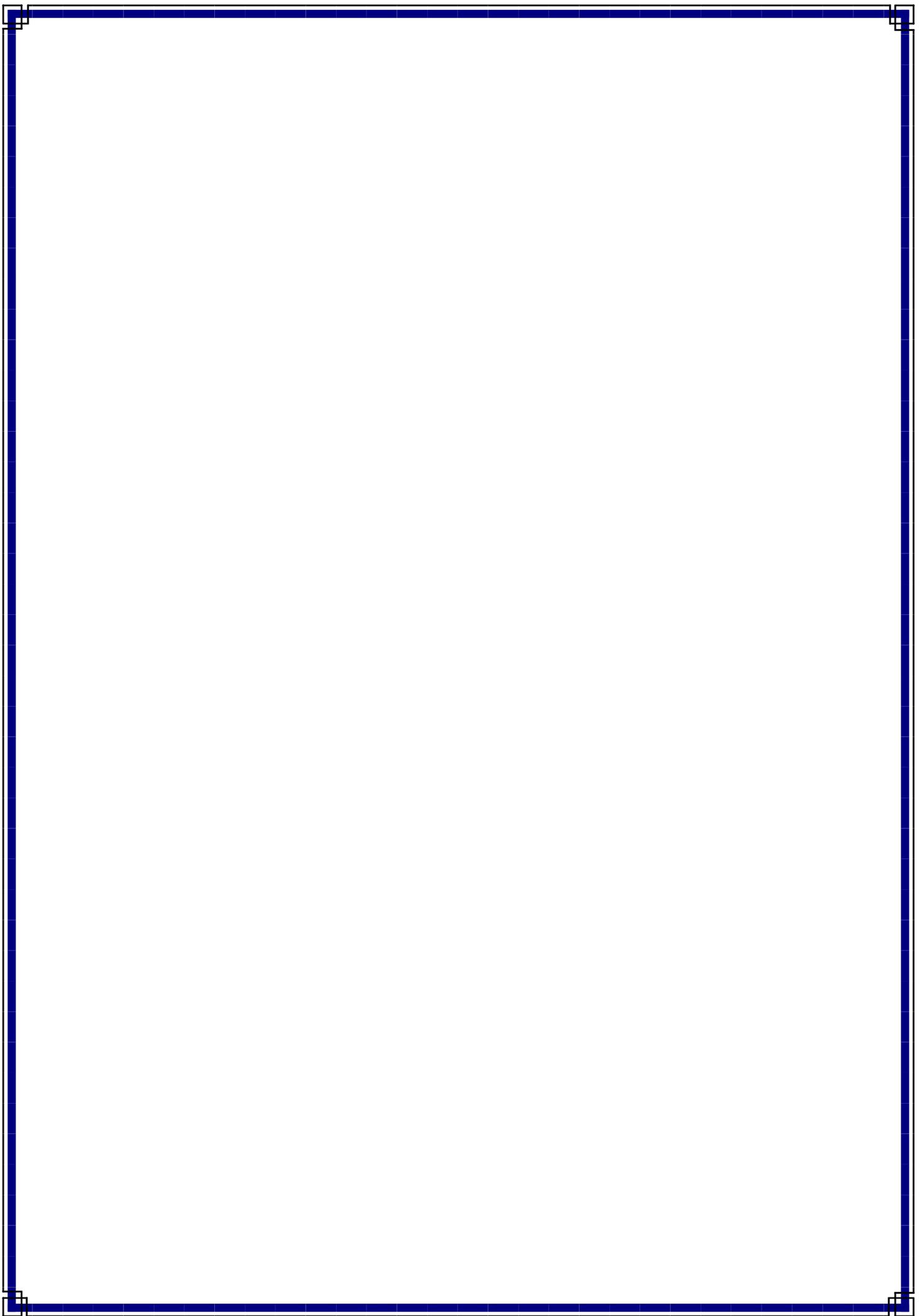
Hence with these safeguards/rules in place we will then be able to allow pupils to logon to the school system from home via the Internet. You can access the Academy website from home and log in or access emails. Having logged on to the above site you will then need to login with your school network username & password.

We would be grateful if you could read the guidance documents on the schools website

- (a) A general information sheet on the Internet
- (b) Pupil guidelines for Internet use

and then complete the permission form which follows, by both your child and yourself before he/she is allowed to use the Internet in class and would be grateful if this could be returned to school as soon as possible.

If you have any queries on our Internet Policy or you would like a copy, please contact Mr Sidell at school.





CONSENT FORM

Photographic / Video Images and the use of ICT

I give my permission for photographs/videos to be taken of my son/daughter as part of educational activities. These images are used for pupil work, display, open night and parents' meetings, local newspaper articles, and are often added to the school's newsletters, website and our Facebook and Twitter pages.

I **DO NOT** give permission for photographs/videos of my son/daughter to be used as above.

Educational Visits

I give permission for my son/daughter to take part in routine visits out into the local area organised by the School.

I **DO NOT** give permission for my son/daughter to take part in routine visits out into the local area organized by the School

Use of the Internet

Pupil

As a school user of the Internet, I agree to comply with the school rules on its use. I will use the computers in a responsible way and observe all the restrictions explained to me by the school.

Pupil Signature _____ Date _____

Parent

As the parent or legal guardian of the pupil signing above, I grant permission for my son or daughter to use electronic mail and the Internet. I understand that pupils will be held accountable for their own actions. I also understand that some materials on the Internet may be objectionable and I accept responsibility for setting standards for my son or daughter to follow when selecting, sharing and exploring information and media.

Parent signature _____ Date ____/____/____

Parent Name (block capitals) _____

PUPILS NAME _____ **TUTOR** _____