



EDUCATION
EAST SUSSEX
TOGETHER FOR EXCELLENCE
AND INCLUSION



Parent/ Carer Acceptable Use Agreement

The Bluebell Federation: Rooted and Established in Love. |

Our Bluebell Federation Vision: Every child will blossom academically and emotionally in a nurturing environment rooted in love and kindness. |

This policy was adopted in October 2026

This policy is due for review in September 2027



Our shared approach

The setting and families share an important role in helping children use technology safely, responsibly and confidently. This agreement does not transfer the setting's safeguarding responsibilities to parents or carers. It sets out the behaviours and practical expectations that support a consistent approach between home and the setting.

I agree that I will

- read and discuss the age-appropriate Pupil Acceptable Use Agreement with my child and support them to understand the reasons for the rules;
- encourage my child to tell a trusted adult if something online worries, frightens, pressures or upsets them, or if they make a mistake online;
- support the setting's rules for mobile phones, smart watches, smart glasses and other personal or connected devices;
- use the setting's approved communication routes when contacting staff and avoid contacting staff through personal social-media accounts or personal contact details;
- communicate respectfully with staff, pupils and other families, including when using online forums, messaging groups and social media;
- raise concerns directly with the setting through the appropriate route rather than using social media to identify, criticise or discuss individual children or safeguarding matters;
- tell the setting if I become aware of an online issue that may affect my child or another child, including bullying, threats, exploitation, sexual extortion, harmful images, deepfakes or impersonation;
- support age-appropriate use of AI and other emerging technology and remind my child not to enter personal or sensitive information into AI tools unless the setting has said the use is safe and approved;
- respect the setting's safeguarding and privacy rules when I am on site or attending setting activities; and

- follow any reasonable instructions given by staff about the safe use of devices, photography, recording or online communication.

Photography, filming and events

The setting's default position is that parents, carers and other audience members are not permitted to photograph, film, audio-record or livestream setting events unless an event-specific exception has been explicitly authorised and communicated.

- I will not photograph, film, audio-record or livestream an event unless the setting has clearly said that I may.
- If an exception is authorised, I will follow the conditions given by the setting and will not publish or share images of other children in a way that could create a safeguarding or privacy concern.
- I will not use smart glasses, wearable cameras or other connected devices to record setting activity where recording is not permitted.
- I understand that the setting may use its own authorised photography or recording arrangements in accordance with its privacy and safeguarding procedures.

Communication and social media

- I will use organisational communication channels rather than staff members' personal accounts or numbers.
- I will not publish confidential information about the setting, its pupils, staff or families that I have received through a private or safeguarding-related communication.
- I will not create or share content that impersonates, humiliates, threatens or harasses a child, member of staff or another family, including AI-generated or manipulated content.
- If a staff member asks me to move a conversation from a personal channel to an official route, I will respect that boundary.

Monitoring and managed technology

I understand that the setting may filter, monitor or log activity on its systems, accounts and managed devices for safeguarding, security and operational purposes. I will encourage my child to use those systems responsibly and to report concerns rather than attempting to bypass controls.

Acknowledgement

I have read and understood this agreement and know where to raise an online-safety or safeguarding concern.

Parent/carer name	[Insert]
Child / children	[Insert]
Signature / acknowledgement	[Insert]
Date	[Insert]