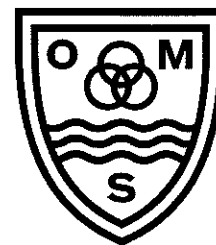


Opportunity, Motivation & Success

Ovingham Middle School

Ovingham, Prudhoe, Northumberland, NE42 6DE

Headteacher: Mr A Bennett



21th January 2016

Dear Parent

I am writing to you to inform you about a fantastic new learning platform the school has signed up for. I have attached an information sheet to explain what the platform is and what it does.

I have also attached an Acceptable Use Policy (AUP) for this platform. This MUST be read and signed by both pupil and parent before your child can be issued their login information.

Please return the AUP as soon as possible to the office. Replacements can be downloaded from <http://ovinghammiddleschool.net/subject-areas/i-c-t/ict-school360/>

If you have any concerns or questions regarding the platform or the AUP please contact me via the school office.

Yours sincerely

A handwritten signature in black ink, appearing to be 'J Kane', written over a horizontal line.

Mr J Kane

ICT Coordinator

Ovingham Middle School

Welcome to

SCHOOL360

bett
AWARDS 2016
FINALIST

YOUR
CONNECTED
CLASSROOM

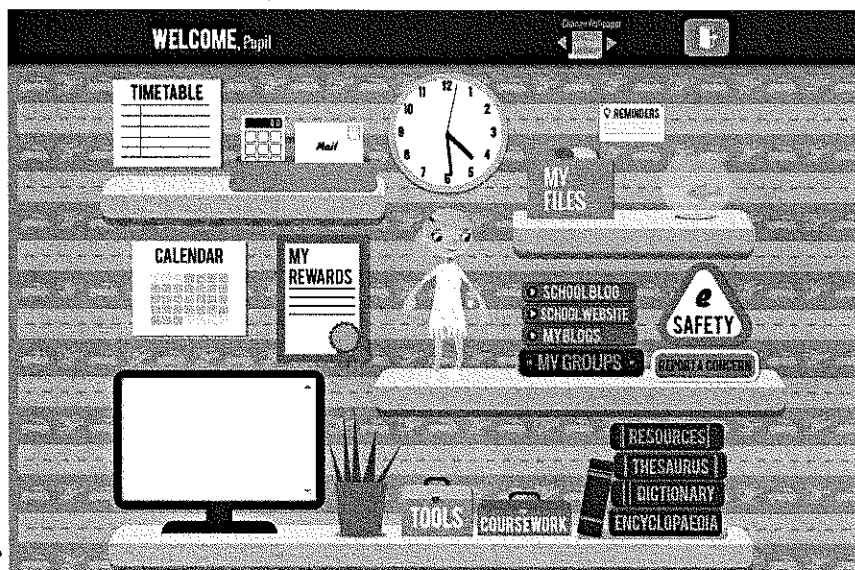


School360 is a learning platform that is used by over 1 800 schools around the country and is used by over 25000 pupils!

The system has a fun and engaging pupil interface. From this pupils can access a huge range of learning resources, such as the J2e computing resources and full access to the Britannica encyclopaedia. Pupils can check their own and teachers' timetables, have the use of a calendar and reminder system, as well as e-safety advice and reporting system.

In addition to this pupils are given a Google education account. This account will give pupils a controlled email address, and with that full access to the Google apps (Google docs, sheets etc.).

One of the most useful features of this Google account is the Google drive which is a cloud storage facility that will allow pupils to access their school work from home and from school, on a huge variety of devices such as laptops, desktops (Mac and Windows), tablets and even smart phones! No software is required such as Microsoft Office as the pupils can use the Google apps.



The email address pupils are given is a ring fenced email facility and although it is a Gmail email account it ends with the suffix @school360.co.uk. Pupils will only be able to send and receive emails from other @school360.co.uk email addresses; all emails in the system are logged and can be retrieved by the local authority upon request. The main use of this email (apart from communication between pupils, their friends and their teachers) is an email address they can use to register for a number of online education products such as the programming platform Scratch.

This system has been recommended by the local authority and is used by some of our feeder First Schools, as well as the High School. This means pupils can take all their work with them from school to school, improving continuity, as well as showing the new school what the pupil has done in the past. Want to take a look at the system? Visit the following website to have a look around the pupil interface:

<http://trial.school360.co.uk/Ks2Menu/index.php>

OMS Computer Resources Acceptable Usage Policy (AUP)

Student Guidelines

The school has provided an online learning platform for use by students, offering access to a vast amount of information for use in studies, acting like an enormous extension to the school library and offering great potential to support the curriculum.

The platform is provided and maintained for the benefit of all students, and you are encouraged to use and enjoy these resources, and help to ensure they remain available to all. You are responsible for good behaviour with the resources and on the platform just as you are in a classroom or a school corridor. **Remember that access is a privilege, not a right and inappropriate use will result in that privilege being withdrawn.**

Security and Privacy

- Protect your work by keeping your School360 password to yourself; never use someone else's logon name or password.
- Always get permission before revealing your home address, telephone number, school name, or picture to people you meet on the School360.
- **Other School360 users should be respected and should not be harassed, harmed, offended or insulted.**
- All user generated content on the school360 system (Websites, GoogleDrive, Email, blogs etc.) is subject to the same scrutiny and provisions as pupil's storage areas.

School360 Email

- Be polite and appreciate that other users might have different views from your own. The use of strong language, swearing or aggressive behaviour is not permitted.
- Only open attachments to emails if they come from someone you already know and trust. Attachments can contain viruses or other programs that could destroy all the files and software on your computer.
- **If you receive an email containing material of a violent, dangerous, racist, or inappropriate content, always report such messages to a member of staff. The sending or receiving of an email containing content likely to be unsuitable for children or schools is strictly forbidden.**

Please read this document carefully. Only once it has been signed and returned will access to the platform be permitted. If you violate these provisions, access to the platform will be denied and you will be subject to disciplinary action. Additional action may be taken by the school in line with existing policy regarding school behaviour. For serious violations, suspension or expulsion may be imposed. Where appropriate, police may be involved or other legal action taken.

I have read and understand the above and agree to use the school computer facilities within these guidelines.

Student Name: _____ Class: _____ Signature: _____

I have read and understand the above.

Parent/Guardian Name: _____ Signature: _____