

**HOLMES CHAPEL COMPREHENSIVE SCHOOL**

**An Agreement between Home and School**

The Home School Agreement seeks to enhance the partnership between Holmes Chapel Comprehensive School, its students and parents. The School encourages the development of a working and social environment in which academic and personal progress is made, learning is encouraged and achievement is rewarded. The School expects all students to show high standards of acceptable behaviour and therefore we ask all students and parents to support our policies by signing our home school agreement.

**The school’s promise: HCCS intends to:**

* Provide your child with quality education in a caring environment
* Provide high quality teaching and opportunities for high quality learning, within a broad and balanced curriculum, which will meet your child’s individual needs
* Value your child as an individual and as a member of our community, within an atmosphere based on care, courtesy and consideration amongst all its members, as outlined in our Code of Conduct and Statement of Fair Treatment
* Keep you informed about your child’s attainment, achievement, effort, behaviour and attendance, and suggest ways in which you can support and help your child to achieve his/her best possible standard in all of these things
* Listen to you and your child and respond to your suggestions, thoughts, ideas and concerns about any aspect of school life

**Signed**   (Executive Headteacher)

**The Student’s promise: As a student I intend to:**

* Attend school regularly and be punctual at all times
* Organise myself to bring in the correct equipment each day
* Wear the appropriate school uniform and look smart
* Do all classwork and homework to the best of my ability
* Show care, courtesy and consideration to all members of our school community, as outlined in our Code of Conduct and Statement of Fair Treatment
* Abide by the Internet Use Code attached
* Show a sense of responsibility for my own work, actions and behaviour
* Make a valuable contribution to my school and take a pride in its success

**Student’s Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Tutor Group** \_\_\_\_\_\_\_\_\_\_\_

**Signed**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date \_\_\_\_\_\_\_\_**\_\_\_

**The Parent’s/carer’s promise: As a parent/carer I intend to:**

* Ensure that my child attends school regularly, on time, wearing the correct uniform, and with the correct equipment for each day
* Keep any absence to a minimum and within the school’s guidelines on absence and illness
* Support my child in his/her learning in any way I can, especially by ensuring homework is completed
* Support the school’s Code of Conduct, Statement of Fair Treatment and policies on behaviour, accepting that there may be occasions when sanctions and punishments are necessary
* Share with the school any information which may affect my child’s work, progress or behaviour
* Attend Parents’ Consultation Evenings and any other meeting to which I am invited, to discuss my child’s work, progress or behaviour
* Support the school in ensuring my child abides by the internet Use Code attached.
* Inform the school of any information , circumstances or concerns which may affect my child’s school life

**Signed** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Signed** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Documents on conduct, absence and illness, behaviour and any other matter related to this agreement between home and school can be found on the School Website.*



# Internet Use Code

As part of the school’s ICT programme, we offer students’ access to the Internet. Students and parents must sign and return the enclosed home school agreement as evidence of your acceptance of the school rules on this matter.

Access to the Internet will enable students to explore a myriad of electronic information that is relevant to their subjects and access e-mail. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people.

Whilst our aim for Internet use is to further educational goals and objectives, students may find ways to access other material as well. The Internet access available in school is filtered in order to block access to many sites that contain material of an unacceptable nature.

However, no filtering system can guarantee preventing access to all such sites so users bear some responsibility for not actively attempting to seek out unacceptable web sites. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and carers of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources.

As a school we also use Google Apps for teaching and learning. The tools that are used in our school are described below along with the students’ responsibilities for using these services. (The services are available to students and hosted by Google as part of the school’s online presence in G-Suite for Education)

**Mail** - an individual email account for school use managed by the school

**Drive** – A cloud based file store that also provides access to; a word processing, spreadsheet, drawing, and presentation toolset that is very similar to Microsoft Office

**Classroom** – Lets teachers create and organise assignments, provide feedback and easily

communicate with their class.

**Calendar** - an individual calendar providing the ability to organise schedules, daily activities, and assignments

**Sites** - an individual and collaborative website creation tool

Using these tools, students collaboratively create, edit and share files and websites for school related projects and communicate via email with other students and members of staff. These services are entirely online and available 24/7 from any Internet-connected computer. Examples of student use include showcasing class projects, building an electronic portfolio of school learning experiences, and working in small groups on presentations to share with others. The school believes that use of the tools significantly adds to your child’s educational experience.

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

From time to time we have become aware that students have created their own web sites at home and that these contain items that are distasteful or have on them information about other students. I would like to bring this possibility to the attention of parents who could then take an active part in monitoring the web sites their children create. Similarly I would very much appreciate your support in stopping students bringing into school any form of digital storage containing inappropriate materials.

We would be grateful if you could read the attached guidelines for Internet use along with the e-safety policy accessible on the school website and then confirm that you and your child agree to the guidelines by signing and returning the home school agreement form.

Yours sincerely

Dr Middleton

Director of Computer Science

## **Student guidelines for Internet use**

**General**

* Students are responsible for good behaviour on the Internet just as they are in a classroom or a school corridor. General school rules apply.
* The Internet is provided for students to conduct research and communicate with others. Remember that access is a privilege, not a right and that access requires responsibility.
* Individual users of the Internet are responsible for their behaviour and communications over the network. It is presumed that users will comply with schools standards and will honour the agreements they have signed.
* Staff may review files and communications to ensure that users are using the system responsibly. Users should not expect that files stored on servers or disks would always be private.
* During school, teachers will guide students toward appropriate materials. Outside of school, families bear responsibility for such guidance as they must also exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

**The following are not permitted**:

* Sending or displaying offensive messages or pictures
* Using obscene language
* Harassing, insulting or attacking others (including through creating inappropriate web pages)
* Damaging computers, computer systems or computer networks
* Violating copyright laws
* Using others’ passwords
* Trespassing in others’ folders, work or files
* Intentionally wasting limited resources
* Bypassing or seeking any mechanism to avoid or disable the schools filtering systems