



Email: seis.southend.northants@dbprimary.com

**Head Teacher:
Mr A Jackson**

**Wymington Road
RUSHDEN
Northamptonshire
NN10 9JU**

**Deputy Head Teacher:
Mrs S Ireton**

Telephone No. 01933 356571

Dear Parents/Guardians,

Your child is using our DB learning platform.

What is the platform? It is a secure online environment where teachers and pupils can access learning materials, store information, communicate their learning and collaborate on school projects. Each child has their own login and password.

So now some IMPORTANT rules!

Before they embarked on their DB journey they were given internet safety training. Your child knows that they must keep their username and password a secret and that they must only ever talk to people they know when online. This account is for your child to use and no one else. Parents - please **do not** use it as a means to contact the class teacher.

Your child knows that they can click the '**whistle**' at the top left hand corner of the screen if someone is mean to them or they see an image or message they do not like. Encourage your child to tell you what has upset them and/or ask you to look at the image/text they do not like before clicking the whistle. This way you are aware of any problems and the whistle alert is used carefully and responsibly. An alert will come through to me, Mr. Jackson and your class teacher. I will then check their emails and saved/deleted files and check they are ok. It is of the utmost importance that the children are supervised at home and at school when using the platform and that they always report any problems to a trusted adult. Every child **MUST** follow the DB platform rules to remain safe; in certain circumstances we hold the right to suspend a child's DB account.

Email

Your child can email their teacher, but please be aware teachers will only reply to an email that is connected to a set piece of work or project. Your child will be told what work they need to do on the platform and when, so the teacher will know when to check emails and respond. Most of the learning on the DB platform will take place in school and so will be closely monitored. We discourage personal/social type emails and ask the children to not upload images or videos of a personal nature. We may post learning videos and pictures at school, but these will be supervised by a member of staff. Always remember DB Primary is a **LEARNING platform** not a social networking site.

Your child is welcome to customise and personalise their page and blog at home if they wish to do so.



So to recap the rules...

Do:

Let your child explore the learning libraries and the blogs/pages of children within their class.
Let your child customise their page.
Write blog entries about school or hobbies.
Use the paint tool to put drawings on their page.
Remind them to tell their teacher if there is a problem.
Remind them to click the alert *whistle* in the left corner if they receive an inappropriate email.

Don't:

Adults – Don't use your child's account to contact a teacher or another child.
Don't let your child share personal images/photos or videos without your permission.
Don't let your child email the teacher unless it is a set piece of work and has been requested by the class teacher.
Don't let them use the platform without adult supervision.

Thank you for taking the time to read the rules. I'm sure you appreciate why we have clearly outlined the DO's and DON'Ts. We take our responsibility to keep children safe when using the www very seriously. We work alongside and with the guidance of DB Primary, NSPCC and CEOP (Child Exploitation and Online Protection service) to offer your child a safe electronic learning environment.

The platform is a fantastic way for children to communicate their learning and knowledge and facilitate ways of working together as a class. We hope they enjoy their experiences.
Any problems please see you class teacher.

Many thanks

Claire Welford
Computing Coordinator