HOME-SCHOOL AGREEMENT

All students at Sedgefield Community College enjoy the benefits of a Home-School Agreement which supports their efforts within school and at home. The school, parents and students should sign the agreement to promote positive behaviour and high expectations. All partners in the process should be polite and helpful to others. This is a vital element of the home-school partnership ensuring that all students make the most of their potential in a secure and caring environment.

Parents will:
• Ensure that their child attends regularly and on time
• Ensure that their child is properly equipped and in school uniform
• Let the school know about concerns or problems that may affect their child’s work or behaviour
• Support the school’s policies on behaviour
• Support their children with homework by providing a quiet place for study
• Attend their child’s parents evening
• Get to know about their child’s life at school
• Avoid taking holidays in term time
• Support the school in the internet usage policy
• Contact the school via telephone / letter to inform the school if their child is absent
• Ensure that school is notified promptly of any changes to contact details

School will:
• Contact parents immediately over attendance, uniform or equipment problems
• Let parents know of concerns over work and behaviour
• Make available regular progress reports and a full annual report
• Set, mark and monitor homework as required
• Provide facilities to support student’s completion of homework in school
• Arrange parents’ evenings to discuss your child’s progress
• Keep parents informed about school through letters and notices etc. about special events
• Take every step possible to prevent bullying in all its forms
• Provide a broad and balanced curriculum to meet the needs of all children

Students will:
• Attend school regularly and on time
• Adhere to the college behaviour for learning policy
• Bring all the equipment they need
• Wear school uniform and be tidy in appearance
• Do all class work and homework as well as they can
• Help keep the school free from litter and graffiti
• Respect the school and all the people who are part of it
• Behave in a safe, calm and respectful manner whilst using school transport
With your consent we would like to use images of your child along with the other students who attend the college whilst they are involved in school activities to help celebrate achievements and special events. Images appear in a number of ways, for example, on our website, social media outlet, publicity materials, presentations and in displays around the school, whilst also occasionally in the press.

We promise that all photos will be used in a positive way to value children and their learning, and that photos will only be used in direct connection with the school and with children’s learning.

We understand that in a few cases there are clear reasons why parents will not wish their child to be photographed or filmed. However, in order for us to be able to develop the use of photographs, we need as many parents as possible to give their consent for us to use photos of their children. Please note that should circumstances change, and you no longer wish for us to use photos of your child, it is your responsibility to inform the school.

Please support us by indicating on the ‘tick form’ enclosed in the admissions pack that you give your consent to us making and using images of your child as described.

Thank you in anticipation of your support.
Cashless Catering

A biometric cashless catering system (fingerscan) is used in school in order to speed up payment time and reduce lunchtime queuing. Students and staff simply need to scan their finger to charge the meal to their account rather than handing over money and waiting for change.

How does the system work?

An individual account is created for each student and staff member using biometric technology to scan five points of the forefinger. This enables them to be recognised instantly when crediting their account at a cash revaluation unit or when making a purchase at a till. All members of the school can make a payment in advance at one of the four cash revaluation units sited throughout the school.

The information is stored securely on the school’s ICT system and is not accessible to, nor shared with, any outside agency.

General Information

In this world of ever increasing security, new technologies have emerged to help in the identification of the individual. The controlled, confidential and secure environment in schools is ideal for hosting biometric technology without the concerns of privacy we battle with in our daily lives. The following questions and answers may help to dispel some of the myths and misinformation surrounding finger scan systems used within schools.

Frequently Asked Questions

Is my finger scan stored in a database?

No, the image of an individual’s finger scan is never stored in a database or computer file. When a finger is scanned the image is converted into a mathematical representation known as a template. The template records certain features of the finger surface, a few dozen at most, and cannot be converted back into the original image. Only the template is stored in the database.

Could the police use this stored information to identify and prosecute someone?

The amount of detail recorded in the template is totally inadequate for forensic purposes and is not admissible as evidence in a court of law for the purpose of identification of an individual.

If the government decided to create a national database of fingerprints, is it technically possible for them to take this data from all the schools?

The system works exceptionally well when dealing with small groups of people within a range of a few hundred to a few thousand. During your child’s enrolment a new template is created and compared against those already in the database. This is a controlled environment and only enough detail is stored to distinguish this group of people from each other. There is not enough information stored about the characteristics of the fingerprint scan to scale this up to a national database.

When a child or member of staff leaves the school how can I be certain his or her finger scan data is removed?

Only one copy of the template is stored in the database and when the individual is deleted from the system the template is completely removed.

How do I know the school will store finger scan data securely?

All the finger scan data captured is stored on one secure computer within the school. The school has well established control systems and procedures in place to protect the significant personal information it holds on its students and staff.

Other Uses

In addition to the cashless catering system, the finger scan system also allows student to use photocopiers, printers and scanners anywhere in the school, and purchase equipment without the need to remember many different passcodes.

All students have used the biometric system in school since it opened in January 2011. It has proved to be an efficient way of allowing the maximum number of people to be processed through the lunchtime service in the minimum time possible.

If you have any concerns about this and would like to discuss it further do not hesitate to contact school.
**RESPONSIBLE INTERNET AND COMPUTER USE**

The computer system is owned by the College. This Responsible Use statement helps to protect students, staff and the school by clearly stating what use of the computer resources is acceptable and what is not.

Students requesting Internet access should agree to and sign a copy of this Acceptable Use Statement and return it to Student Services for approval and internet activation.

- Irresponsible use may result in the loss of Internet access.
- Network access must be made via the user’s authorised account username and password, which must not be given to any other person.
- School computer and Internet use must be appropriate to the student’s education or to staff professional activity.
- Copyright and intellectual property rights must be respected.
- E-mail should be written carefully and politely, particularly as messages may be forwarded or printed and be seen by unexpected readers.
- Users are responsible for e-mail they send and for contacts made.
- Anonymous messages and chain letters are not permitted.
- The use of chat rooms and social networking sites is not allowed.
- ICT system security must be respected; it is a criminal offence to use a computer for a purpose not permitted by the system owner.
- USB keys should be used for school work only, not music, games or other inappropriate files.
- Respect all hardware. Don’t touch the back of machines.
- Do not bring food or drink into ICT areas, including chewing gum.
- I understand that the school may check my computer files and the Internet sites I visit.
- I understand that if I deliberately break these rules, I may not be allowed to use the Internet or computers.

The school may exercise its right to monitor the use of the school’s computer systems, including access to web-sites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school’s computer system is or may be taking place, or the system is or may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.