



Internet and Hwb Access Notice

The Hwb platform provides all maintained schools in Wales with access to a wide range of centrally-funded, bilingual digital tools and resources to support the digital transformation of classroom practices. The Hwb platform is managed and operated by the Welsh Government.

All learners in maintained schools in Wales must be provided with a secure log-in to the Hwb platform. This is because mandatory reading and numeracy tests, currently on paper, will be moving online and must be completed by each pupil via the platform. In order to provide your child with a secure log-in, the school will be sending basic information to the Welsh Government. The log-in will allow your child to take the mandatory online assessments, known as 'personalised assessments'.

Additional services

If you agree, Welsh Government can also provide your child with access, via the Hwb platform, to a variety of additional services which are provided by other organisations. These include online learning environments such as Hwb Classes, Microsoft Office 365, Google for Education, and other relevant educational tools and resources. Welsh Government is making these additional services available to help [you/your child] access educational resources. These additional services are centrally funded and there is no cost for you or for your school to access and use them.

Welsh Government will only provide access to these additional services if you agree.

If you agree:

- we will tell Welsh Government to provide access to the additional services
- Welsh Government will share information about your child with its service providers, including Microsoft and Google Education, in order to enable access to the additional services.

If you do not agree, we will still share information about your child with Welsh Government to set up a secure log-in for the Hwb platform, but your child will not be able to access the additional services.

Based on the recent updates in relation to the GDPR 2018 and the Privacy Notices that you will have received (via the school website) we are providing this information to you for your reference. We ask that you read the contents and discuss the key points with your child. If you have any concerns relating to the sharing of the data listed, access to the additional services or anything else, please contact one of the following:

Mr. M Dulake – ICT Co-ordinator at St. Joseph's

Mr. J Torrance – Assistant Headteacher and Data Protection Officer at St. Joseph's

If you wish to withdraw your consent, you can do so by contacting the named individuals above.

In addition we will provide your child with filtered internet access and a school network account – an acceptable use code of conduct is supplied overleaf.

Acceptable Use of ICT – Student Code of Conduct

- I will be responsible for my behaviour when using ICT and obey the rules
- I will always handle the equipment with care and respect to avoid damage
- I will not attempt to change the computer settings
- I will not tell anyone my user passwords, or attempt to access other peoples accounts, even friends
- I will only open/delete my own files and will not access other peoples files
- I will ensure a teacher is present in the room before using a computer
- I will ensure all ICT contact with other people is responsible, polite and sensible
- I will not look for, save or send anything that could be inappropriate, unpleasant, unlawful, nasty or abusing
- I will not use foul language or misuse images in any communications
- I will report any inappropriate material I may come across to a teacher. This includes anything violent, dangerous, racist or sexual.
- I will always report any unpleasant messages I am sent
- I will not try to bypass the internet filters
- I will respect copyright laws, and will not try to download applications, software, music and images without asking permission from Mr Dulake or the ICT technician.
- I will not access games other than when directed to by teachers for educational purposes.
- I will not give out my personal details, such as name, photograph or address
- I will not arrange to meet people I meet online
- I will not use social media or instant messaging
- I will only use my school email address for educational purposes
- I will not open email attachments without permission from teachers