

Learner Agreement – Online Safety.



Kendal College understands the importance of being able to use the internet for education and personal development. This includes access to course related information sharing platforms (such as Microsoft Teams and varying programme specific virtual learning environments such as Moodle, OneNote and Wordpress), social media platforms and varying applications. We aim to support you in making use of these as an active part of your study programme. However, we also recognise that safeguards need to be in place to ensure you are kept safe at all times. This agreement is part of our overarching IT code of conduct and student contract signed during induction whereby acceptable behaviour both on and off line is expected. These documents are held within your Individual Learning Profile on pro monitor under 'information I have read'. This agreement is also supported by the Learner Performance, Behaviour and Disciplinary Policy and the relevant tutorial and training on the use of Teams at department level and tutorials on cyber safety and exploitation.

Learner agreement:

- I will be responsible for my behaviour when using the internet, including the use of teaching and social media platforms and relevant applications. This includes the resources I access and the language I use.
- I have received guidance on the use of study programme platforms and how to use safety settings accordingly (including use of camera, backgrounds and direct contact methods to my course tutor).
- I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my course tutor.
- I will not take a photograph, or record video footage of any other person without their knowledge or permission.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not give out any personal information online, such as my name, phone number or address.
- I will not reveal my passwords to anyone.
- I will not arrange a face-to-face meeting with someone I have met online unless I have discussed this with my parents/carers and/or course tutor.

- If I am concerned or upset about anything I see on the internet or any messages that I receive, I know I can talk to course tutor/teaching/wellbeing staff or Head of Department.
- I understand that my internet use at Kendal College will be monitored and logged and can be made available as required if concerns arise. I understand that these rules are designed to keep me safe and that if I choose not to follow them, Kendal College may contact my parents/carers or external services if deemed to be of safeguarding concern.
- I am aware that I can access wellbeing services by emailing referrals@Kendal.ac.uk for an appointment or if I am concerned about my safety I can speak directly with my course tutor or member of the teaching team on my programme or email Safeguarding@kendal.ac.uk directly.
- I have discussed these expectations and this online safety agreement as part of the tutorial on my study programme.

I _____ agree to follow the rules set out above.

Learner signature: _____

PRINT NAME: _____

Date: _____