Dear Parents,

This year we will be using Edmodo in 3/4W. Edmodo is a free and secure learning network for teachers, students and schools. It provides a safe way for us to connect, share content, access homework, participate in discussions and receive class information. Edmodo is accessible online and through any mobile device with Internet capabilities – including free apps for iPhone, iPad, iPod touch and Android devices. Students can access their account from any mobile device or computer. I am aware that not all students have access to internet at home, so in the event that a student from 3/4W is not able to join and use Edmodo, no item of work or notice of an event will be posted on Edmodo that has not been discussed or made available at school.

I will be conducting lessons on using Edmodo during our technology time at school. As beginners, we will not be using Edmodo very much for work, but I feel it is important to become familiar with this method of communication between school and student. Most weeks I will post a quiz or a poll for the students to answer, or an article for discussion.

Parents can create a ‘parent account’ using the code provided on your child’s home page. Once a number of parents have created accounts, I will provide a code to join a 3/4W parent group. Parents cannot communicate with each other, the teacher or students, but are able to view assignments and resources that have been provided to students, or read a message that I have posted to the parent group. NB: please do not communicate with other students by using your child’s account.

At the moment, 3/4W students using Edmodo are communicating in a very social manner, talking to each other as they would on the playground. I will let this continue while they are learning to navigate the site, (no inappropriate comment, however mild, will be tolerated) but once they are competent users they will be restricted as to the topics they can discuss. Edmodo’s own guidelines state that it should not be used as a social network like Facebook or MySpace and is to be used strictly for educational purposes.

Please discuss the Guidelines For Using Edmodo in 3/4W and the Code of Conduct with your child. Please sign the Code of Conduct and return it to me.

I look forward to the remainder of the year as we incorporate the use of this technology into our classroom curriculum. If you have any questions, please contact me through school.

Thank you, Anne Whitty, 3/4W
**Guidelines For Using Edmodo In 3/4W - Chertsey Primary School 2013**

1. You may use one of the avatars included with Edmodo for your profile picture or use one that you have appropriate legal permission to use (i.e. in the public domain). You may use a photo of yourself with your parent’s permission.

2. You must keep the same profile picture for an entire school term. All profile photos and avatars must be recognisable and appropriate.

3. You may use posts to discuss school-related content only, unless given permission by the class teacher to comment on other topics.

4. You may report a post or reply you think is inappropriate to your class teacher at school the next day.

5. You may not post comments about school related incidents. These should be reported and discussed at school in the usual way.

6. You must not reply to a post that seems inappropriate or hurtful.

7. You must use a respectful tone of voice when posting. All school rules and consequences related to harassment apply.

8. You must use appropriate grammar, correct spelling and punctuation instead of texting language. You may use emoticon faces.

9. You must not use posts to promote personal websites, chat rooms or social media sites.

10. You must not allow any other person ie. parent, other family member or friend to use your account to post messages or replies.

11. You must not reveal a group code to any other person.

12. You must not reveal any personal information on Edmodo. This includes telephone numbers, addresses, emails, etc.

13. You must not post photos or videos showing yourself, your family or classmates without permission from your parents and teacher.

14. You must not use Edmodo after 8pm. You must obey the rules of your house regarding use of computer and internet time.

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The use of your Edmodo account contrary to these guidelines by you or an unauthorized user may result in consequences including your access to the site being blocked.

✂️……………..Cut off this section and return it to your class teacher. Keep the above section for your own reference……………….

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**Code of Conduct**

I will use Edmodo responsibly. I have read and discussed the above Guidelines with my parents and agree to use Edmodo within these Guidelines at all times. I understand that using Edmodo is a privilege and inappropriate use may result in my account access being blocked or terminated.

Signed: parent  student  date .