5 November 2019

Dear Family

**ICT and E-Safety Evening**

**5pm – 6pm Wednesday, 13 November**

As you are aware, all students at West Bromwich Collegiate Academy have now been issued with laptop devices to support them with their learning. Our curriculum is heavily based around the use of ICT and students use the Student Portal and Class Sites to access resources to complete their work. In order for you to support your child with their learning at home we invite you attend an ICT and E-Safety Evening where we will show you various aspects of our online curriculum and cover some important E-Safety information.

The evening will include:

**E-Safety Briefing**

* Where young people are going online,
* Online regulations and which sites require parental supervision
* How to keep young people safe online

**An overview of the Student Portal and Class Sites**

* How to view and access your child’s work.
* Online homework
* Other useful sites and resources

**Groupcall Expressions**

* How this can keep you informed of your child’s progress
* Information that you can expect to find in the near future

We are committed to the safeguarding of children in education and urge you to attend so that we can provide some recent updates in E-Safety. It is important that you are aware of ways to help keep your child safe online, when they use a computer, console or mobile device.

As the capacity of our theatre is 180 the evening is for parents/carers only. Students will be able to wait in the canteen while the talk takes place if you are unable to make arrangements for them.

Please return the consent form overleaf to indicate your attendance at the event. If you are unable to attend we will host another event in the near future to ensure that we are able to share the information with as many families as possible.

Yours sincerely

Mr G Faux Miss M Gardner

**Principal Assistant Principal**

**Designated Safeguarding Lead Deputy Designated Safeguarding Lead**

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Please tick the option that applies:

* I will be able to attend the ICT and E-Safety Evening on Wednesday, 13 November.
* I will not be able to attend the ICT and E-Safety Evening on Wednesday, 13 November.

Name of child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Form: \_\_\_\_\_\_\_\_\_\_\_\_

Name of Parent/Carer(s) attending: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_