

Last updated: October 2024

Guidelines for Acceptable Use of Kudos Kids & Co Policy for Educators and Students:

Purpose:

To ensure that teachers and students use the Kudos Kids & Co platform responsibly, particularly in managing content that respects privacy, follows consent protocols, and upholds responsible digital citizenship.

Guidelines:

1. Avoiding Unintentional Captures:

Teachers should instruct students to avoid capturing other children in their photographs. If other students are unintentionally included, their faces must be obscured or the content edited to remove them before uploading.

2. Managing Consent:

Teachers must closely monitor the list of students whose parents have not provided consent for participation in the Kudos Kids & Co platform. Any content that includes these students must not be approved for upload. If mistakenly uploaded, it must be promptly removed.

3. Content Moderation:

Teachers are responsible for moderating all student-generated content. Any inappropriate content, captions, or comments must be removed immediately. Teachers should also encourage students to practice responsible digital citizenship when sharing their work.

4. Posting on a Student's Behalf:

Teachers may post on behalf of students only when it directly supports their learning, and/or the student is unable to do so themselves. This should be done with transparency, ensuring that the content reflects the student's own work and achievements.

5. Supervision of Student Use:

Teachers must supervise student use of the Kudos Kids & Co platform in the classroom to ensure compliance with acceptable use guidelines.

6. Student Guidance:

Teachers must provide clear guidance to students on how to use the software, including:

- A reminder of the schools Acceptable Use Agreement for digital technologies and adherence to student conduct rules.
- Direction not to share sensitive information.

7. Regular Platform Moderation:

Teachers should regularly monitor the platform to ensure that all content adheres to the school's policies and community standards. Any inappropriate or irrelevant content should be promptly removed.

8. Educational Use Only:

All digital devices and the Kudos Kids & Co platform must be used strictly for educational purposes. Personal use of the platform is prohibited unless explicitly allowed by the school or educational institution.

9. Protection of Personal Data:

Personal information, such as full names, addresses, and contact details, should not be shared via the Kudos Kids & Co platform unless necessary for educational purposes and authorised by a teacher.

10. Account Security:

Users must not share their Kudos Kids & Co passwords or login credentials with others. Maintaining the security of individual accounts is the responsibility of each user. Any suspected account compromises should be reported immediately to the appropriate school authority.

11. Not Uploading Someone Else's Work:

Students and teachers must ensure that any work uploaded to the Kudos Kids & Co platform is their own. Uploading someone else's work without proper attribution or permission is strictly prohibited.

12. Support and Training:

Schools are responsible for providing ongoing support and training to teachers and students to ensure they understand and can effectively implement these guidelines.

By using our services, you acknowledge that you have read, understood, and agreed to abide by the terms and conditions outlined in the Guidelines for Acceptable Use- Policy for Educators and Students.