

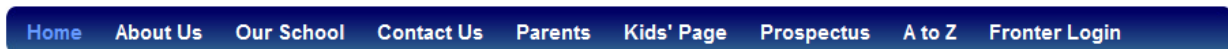


## Brookside Primary School and Fronter

On our school website, there is a link to a secure website called Fronter. We would like all children at school to be able to log in to Fronter either on their own or with help from their parents.

The link to Fronter is in the blue bar at the top of our school website.

[www.brooksideprimary.co.uk](http://www.brooksideprimary.co.uk)



It takes you to a log in page like this:



Nottinghamshire

Username:

Password:

Language:

Log in

## >> Passwords

Each child will be given their own username and a temporary password to log in to Fronter. It is important to use the right capital and lower case letters! The first time your child logs in, they have to choose their own password. Please make sure your child does not forget their password as it is a time consuming task resetting lots of passwords! If you do need to reset your password, please contact the school office.

## >> Safety

Fronter is very safe because only children (and their parents) and teachers who have been given a username and password can log in. Other schools might be using Fronter but only people from our school can visit our rooms. Please remind your child about the importance of not sharing usernames and passwords with other children.

## >> Using Fronter

There are several things you can do...

Your child's class teacher has created a virtual classroom especially for their class. You can visit websites recommended by that teacher.

You will be able to see photographs of the children and the children's work. There is also a visual timetable so your child knows what they are doing at school each day.

You can join in with a forum. This is a space where you can leave your thoughts and ideas about a particular topic. Please remind children to be polite and use appropriate language at all times. This includes no text language! You can also upload your own photographs on to forums.

You can find out about your child's homework. From January 2012, Key Stage 2 homework will only be available on Fronter. If you do not have access to the Internet or would rather still receive a paper copy, please let your child's class teacher know and they will still provide paper copies of homework.

Your child can hand homework in online. There is a 'hand in folder' for each class and children can upload their homework. There is also an individual work folder on Fronter for each child where they can save pieces of work. It means that the children can open the work at home or at school or anywhere else you have got access to the Internet.

## >> Uploading Photographs

You first need to type something into a forum that has been created by your child's class teacher. When you are typing, you will be able to see lots of symbols above the text box

1. Click on the one next to the ABC spell check.  
(When you hover over it, it says 'Insert & Upload Media'.)
2. Click on Computer (rather than room) at the top.
3. Browse to find a picture stored on your computer.
4. Scale the picture to a suitable size (500px max).
5. Then click Upload.

## >> Uploading Files

1. You need to save your work to your own computer first.
2. In Fronter, choose where you want to upload to...
3. Click on either the hand in folder or your individual folder.
4. Click on the Upload File link (top right).
5. Browse your computer to find the work you saved.
6. Then click Save.

Don't forget to log out when you have finished using Fronter!

## >> Sharing Photographs

Your child's class teacher may upload photographs of the children taking part in activities at school on to the Fronter classroom pages. This is a great way to share with you what we have been doing at school.

Please be considerate of differing views held amongst parents with regard to sharing photographs. Do not download these photographs on to your computer or upload them on to social network sites such as facebook, especially if the images contain other children.

## >> And Finally...

For those of you who do not have access to a computer at home, the school's computers and internet access are available to you at the start and the end of any school day. Please see your child's class teacher or the school office for further details.

### Safe Use of Internet

- Always let an adult know when you are online.
- Always tell an adult if you come across any information or images that make you feel uncomfortable.
- Always tell an adult if you receive messages that are mean.
- Never give out passwords or personal information online.
- Remember that using the internet is a great way to learn and have fun. Please use the internet safely.

### Click Clever Click Safe

Zip it! When you're online, always keep your personal stuff private and think about what you say and do.

Block it! Think about blocking people who send you nasty messages and don't open unknown links and attachments.

Flag it! If you see anything that upsets you online or if someone asks to meet you, tell someone you trust.