



4A Albert Street, Windsor, Berkshire, SL4 5BU www.thegreenroomschool.com 01753 866711

Tuesday 4th November 2025

Dear Parents and Carers,

As part of our ongoing commitment to fostering a safe, respectful, and forward-thinking digital environment for our pupils, we are pleased to announce two linked events focusing on *Digital Etiquette and Online Safety*.

Parent Information Evening – Tuesday, 11th November

We warmly invite you to attend our **Parent Information Evening** at **7pm** on **Tuesday, 11th November**, held online. A link to this meeting will be emailed out nearer the time.

This session will provide an overview of the areas we will explore with pupils during the *Digital Etiquette Afternoon* the following day. It will also give parents and carers the opportunity to:

- Learn more about the key principles of online safety at The Green Room School.
- Raise any specific concerns or suggestions about digital issues affecting young people.
- Share ideas on how we can work together to support responsible and confident digital behaviour both at school and at home.

Your feedback and perspectives are invaluable as we continue to shape a safe and respectful digital culture for our community.

Digital Etiquette Afternoon – Wednesday, 12th November

The following day, pupils will take part in our **Digital Etiquette Afternoon**, which will replace regular lessons.

The session will be interactive and reflective, encouraging pupils to think critically about their online conduct and the school's expectations regarding digital responsibility. Throughout the afternoon, we will focus on:

- **The School's eSafety Agreement** – understanding and committing to the guidelines that keep everyone safe online.
- **The School's e-Safety Policy** – exploring how these principles apply in real-life situations, both in and out of school.
- **The Use of A.I in the Classroom** – discussing how artificial intelligence can be a positive learning tool, while recognising the importance of honesty, responsibility, and academic integrity.
- **Cyber-bullying** – identifying harmful behaviours, understanding their impact, and learning practical strategies for prevention and support.

We believe this event will be a valuable and empowering experience for our pupils, helping them to develop the awareness and confidence needed to navigate an increasingly digital world responsibly.

If you have any questions about either event, or would like to attend the Parent Information Evening, please **contact the School Office by email or via telephone on 01753 866711**.

We look forward to welcoming you online on **Tuesday, 11th November**, and to a productive and engaging week of learning and reflection.

Regards,



Callum Flannagan

Head of School

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