



Wednesday 20<sup>th</sup> January 2021

Dear Parents/Carers,

It has come to our attention that many of our children are using real photos as their Teams Profile Picture and we need your support to ensure that this does not continue. As a school, we have made the decision that real photos are not to be used on Teams as it could result in a safeguarding issue. Your child's picture should be replaced with an avatar if they wish to use something other than the default image. We will be removing any photos that are currently on accounts and ask that no further photos are uploaded to them please. There is no obligation that your child must use an avatar, they are welcome to leave it as the default image.

If your child does want to use an avatar, we encourage you to create one on the website below:

<https://avatarmaker.com/>

Once you have created your avatar, you need to save it to your device and then upload it to Teams by clicking on your profile and selecting change picture. If you need help with any of this, please don't hesitate to ask your class teacher.

Thank you so much for your support in this matter.

Kind Regards,

Mrs J Andrews  
Headteacher