



**KS2 Pupil and Parent/Carers Internet, Computing and E-safety
Acceptable Use Policy**

Agreed by Governors: 9th July 2018

Signed by Chair of Governors: *Geoff Andrews*

Digital technologies have become integral to the lives of children, both within schools and outside school. These technologies are powerful tools, which open up new opportunities for everyone. These technologies can stimulate discussion; promote creativity and kindle awareness of contexts to promote effective learning.

All children are entitled to be safe whenever they access the internet.

This Acceptable Use Agreement is intended to ensure:

- that children will be responsible users and stay safe while using the internet and other digital technologies for educational, personal and recreational use;
- that parents/carers understand the importance of accessing the technologies safely at home and will highlight any concerns with the class teacher;
- that school systems and users are protected from accidental or deliberate misuse that could put the security of the systems in jeopardy;
- that children are provided with good access to digital technologies to enhance their learning and will, in return, agree to be responsible users.

Pupil Acceptable Use of Internet and Computing Policy Agreement

I understand that I must use school systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the systems and other users.

For my own personal safety:

- I understand and accept that during computing sessions the class teacher will monitor my use of digital technologies.
- I will keep my username and password safe and secure - I will not share it with other people, nor will I try to use any other person's username and password. I understand that I should not write down or store a password where it is possible that someone may steal it.

Date of Policy: July 2017

Reviewed and updated: July 2018

Computing & E-Safety Acceptable Use Agreement



- I will be aware of 'stranger danger' when I am communicating online.
- I will not give out or share personal information about myself or others when online (this could include names, addresses, email addresses, telephone numbers, age, gender and the school address).
- I will not arrange to meet someone or send my image or the image of others when communicating online unless this is part of a school project approved by my class teacher for example, the use of Skype in class.
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it online.
- I know that my use of computing can be checked and my parent/carer can be contacted if a member of the school staff is concerned about my safety.
- I will not sign up to online services, including social networking sites until I am old enough.
- I understand that I am responsible for my online behaviour both in and out of school.

I understand that everyone has equal rights to use technology as a resource and:

- I understand that Nunney First School systems and devices are intended for educational use and that I should not use them for personal or recreational use unless I have permission from my class teacher.
- I will not try (unless I have permission) to make large downloads or uploads that might take up internet capacity and prevent other users from being able to carry out their work.

I will act as I expect others to act toward me:

- I will respect others' work and property and will not access, copy, remove or otherwise alter any other user's files, without the owner's knowledge and permission.
- I will be polite and responsible when I communicate with others. I will not use strong, aggressive or inappropriate language, I will not save or send anything that could be unpleasant or nasty and I will respect the fact that others may have different opinions to me.
- I will not take or distribute images of anyone without their permission.

Computing & E-Safety Acceptable Use Agreement



I recognise that the school has a responsibility to maintain the security and integrity of the technology it offers me. To ensure the smooth running of Nunney First School's technologies:

- I will only use my own personal devices (mobile phones/USB devices etc.) in school if I have permission. I understand that if I do use my own devices at Nunney First School I will follow the rules set out in this agreement, in the same way as if I was using school equipment.
- I understand the risks and will not try to upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others, nor will I try to use any programmes or software that might allow me to bypass the filtering/security systems in place to prevent access to such materials.
- I will immediately report any damage or faults involving equipment or software, however this may have happened.
- I will not open any hyperlinks in emails or any attachments to emails unless I know and trust the person/organisation who sent the email, or if I have any concerns about the sender of the email. This is due to the risk of the attachment containing viruses or other harmful programmes.
- I will not install or attempt to install or store programmes of any type on any school device, nor will I try to alter computer settings.

When using the internet for research or recreation, I recognise that:

- I must have permission to use the original work of others in my own work.
- Where work is protected by copyright, I will not try to download or share copies (including music and videos).
- When I am using the internet to find information, I should take care to check that the information that I access is accurate.



Pupil and Parent/Carer Acceptable Use Agreement

This form relates to the Pupil and Parent/Carer Acceptable Use Agreement, to which it is attached. Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school systems or laptops and devices.

Pupil signature

I have read and I understand the Pupil Acceptable Use Agreement. I will abide by the rules which are designed to keep me and the school equipment safe.

Name of Pupil:

Class:

Signed/Date:

Parent/Carer signature

I have read and discussed these e-safety rules with my child and understand the e-safety agreement. I give permission for my son/daughter to access the internet at school and will encourage them to abide by these rules. I understand that the school will take reasonable precautions to ensure pupils cannot access inappropriate materials. I will inform the school if I have concerns over my child's e-safety.

I will encourage my child to adopt safe use of the internet and digital technologies at home I will also ensure that the appropriate restrictions are in place. I will ensure that any pictures taken during school events that include other children will not be shared using social media, in line with the school policy.

Note: Children will receive teaching about and advice on e-safety at school. Advice for parents is available at www.thinkuknow.org.uk/parents or by contacting the school.

Parent/carers name (please print):

Parent/carers signature:

Date: