

Acceptable Use agreement for pupils/ parents and carers

ACCEPTABLE USE OF THE SCHOOL'S ICT SYSTEMS AND INTERNET: AGREEMENT FOR PUPILS AND PARENTS/CARERS

Name of pupil:

When I use the school's ICT systems (like computers) and get onto the internet in school I will:

- Always ask a teacher before using computers or iPads.
- Only use websites that a teacher or adult has allowed me to use
- Tell my teacher straight away if:
 - I click on a website by mistake
 - I receive messages from people I don't know
 - I find anything that upsets or worries me.
- Only use the computers and iPads for my learning.
- Be kind to others and not upset or be rude to them.
- Look after the school ICT equipment and tell a teacher straight away if something is broken or not working properly.
- Never share my username or password with anyone, including my friends.
- Never give my personal information (my name, address or telephone numbers) to anyone without the permission of my teacher or parent/carer
- Check with my teacher before I print anything
- Log off or shut down a computer when I have finished using it
- I will always get permission from others before taking a photo or video.
- I will not download anything or click on links in emails without permission from an adult.

If I need to bring a personal mobile phone or other personal electronic device into school for safety reasons:

- I will give this to my teacher to be locked in a cupboard during the day. I will then ask for it back at the end of the day.
- I will use it responsibly, and will not access any inappropriate websites or other inappropriate material or use inappropriate language when communicating online
- I will not take photos or videos at school using my personal device.

I agree that the school will monitor the websites I visit and that there will be consequences if I don't follow the rules.

Signed (pupil):

Date:

Parent/carer agreement: I agree that my child can use the school's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the school's ICT systems and internet, and will make sure my child understands these.