



Acceptable Use Agreement (Pupils KS2)

These rules will keep me safe and help me to be fair to others.

I agree to THINK about what I write or say online. I agree that what I write will be:

TTrue.

HHelpful.

IInspiring.

NNecessary.

KKind.

I know that bullying can happen on the internet (cyber-culling) just like it can in other places. I will remember to use **STOP** to remind me to **Start Telling Other People** if I am worried about cyber-bullying.

When working, playing or learning online, I promise to be **SMART**.

Stay safe: I won't give out personal information to people I don't know.

Don't Meet up : Meeting someone I have only been in touch with online can be dangerous. I will always check with an adult I trust.

Accepting files: Accepting emails, files or pictures from people I don't know can cause problems.

Reliable: I must check information before I believe it.

Tell Someone : I will tell an adult if someone or something makes me feel worried or uncomfortable.

- I will only use the school's computers and electronic equipment for schoolwork and homework.
- I will not use my personal email address or other personal accounts in school when doing school work.
- I will not sign up for any online services on a school device unless my teacher has asked me to as part of a school project.
- I will only open email attachments if it has been approved by a member of the school staff.
- I will only open or delete my files when told to by a member of staff .
- I will not tell anyone my passwords.
- I will not use other people's usernames or passwords.
- I will only edit or delete my own files and not look at, or change, other people's files without their permission.
- I will make sure that all online contact I make is responsible, polite and sensible. I will be kind and respectful at all times.
- I will not bring files into school without permission.
- I know that accounts on some websites and social networks, such as Facebook, are not available for children at primary school and will check with my parent/carer about the Age Restrictions on such sites before signing up.

- If I see anything that makes me feel upset or unhappy, I will turn off my screen and tell a teacher or another adult in school.
- If someone says, asks or posts something about me that makes me feel upset or unhappy then I will turn off my screen and tell a teacher or another adult in school.
- I understand that some people on the internet are not who they say they are and some people are not safe to be in contact with. I will not arrange to meet someone I only know on the internet. If someone asks to meet me, I will not reply to them and I will tell a teacher or parent/ carer immediately.
- I will not upload images, videos, sounds or words that could upset, now or in the future, any member of the school community as this could constitute cyberbullying.
- I understand that everything I do or receive online can be traced now and in the future. I know it is important to build a good online reputation.
- I understand that some personal devices are allowed in school and some are not and I will follow the rules. I will not assume that new devices can be brought into school without getting permission.
- I will not lie about my age in order to access games, apps or social networks that are for older people as this will put me at risk.
- I understand that these rules are designed to keep me safe now and in the future. If I break any of these rules, my teacher and/or Ms Webb will look into it and there may be a consequence.

Dear Parent/ Carer,

The internet, email, mobile technologies and online resources have become an important part of learning and life. We want all pupils to be safe and responsible when using any IT. It is essential that pupils are aware of online risk, know how to stay safe and know where to go to report problems.

Please read through these online safety rules with your child and talk with them to ensure they have understood their importance and what it means for them. When you have done this, we ask that you both sign the agreement below to say that you agree to follow these rules. Any concerns or further explanations can be discussed with Mr Barker or Ms Webb.

Please return the signed sections of this form which will be kept on record at the school.

Pupil Agreement

Pupil name:.....

This agreement is to keep me safe. I have discussed this agreement with my parents/ carers and understand the commitment I have made and my responsibilities.

Pupil signature:

Date: