

ICT Acceptable Use Policy (AUP) - online safety Rules

KS2 (Junior) Pupils

- I will always ask permission before using the internet.
- I will only use the school's computer systems for schoolwork.
- I will only use the Internet when a trusted adult is in the room.
- I will immediately press 'Hector' or use the 'minimise' function if I am uncomfortable with any material on screen and inform an adult.
- All our online communications are polite and friendly.
- I will never give my own or others' personal information or password when communicating online.
- We only use programmes and content which has been installed by the school.
- I will only open my own files, messages and emails.
- I will only delete files, messages and emails with permission.
- I will not bring any devices with removable storage (memory sticks, disks, hard drives – including mobile phones) into school without permission.
- I will not attempt to download or install anything on to the school network without permission.
- I know that the school may check my computer files and may monitor the Internet sites that I visit and the messages and e-mails I send.
- I understand that I have a responsibility to report any cyber bullying and if I am involved in any way in cyber bullying I will be dealt with in line with the anti-bullying policy.
- I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- I understand that failure to comply with this Acceptable Use Policy may result in disciplinary steps being taken in line with the school's Behaviour Policy.

Please sign below:

We have discussed this Acceptable Use Policy and

..... [Print child's name] agrees to follow the online safety rules and to support the safe use of ICT at Roe Lee Park Primary School.

Parent /Carer Name (Print)

Parent /Carer (Signature)Class Date.....

This AUP must be signed and returned before any access to school systems is allowed.