

**CBJS Network Acceptable Use Agreement
(including Network, Internet, Extranet and Solgrid Email)**

PUPIL AGREEMENT

When I am using the computer or other technologies, I want to feel safe all the time. . .

My password

I will be given a password. I agree that I will:

- always keep my password a secret (although my parents may use the password from home to access the Extranet).
- tell a responsible adult in school if I think that someone else knows my password.
- Only use my own username and password.

Using the Internet

I will be allowed to use the Internet in school. I agree that I will:

- only use the Internet with permission and under adult supervision.
- only visit sites which are appropriate to my work at the time
- only communicate with friends on the Internet.
- Not access networking sites or chat rooms without permission from a responsible adult
- tell a responsible adult (in school or a parent) straight away if anything makes me feel scared or uncomfortable online

Using Email and the Extranet

I will be given an email account and access to the school Extranet site. I agree that I will:

- only use my Solgrid email account for school emails (no other email accounts)
- make sure all messages I send are respectful
- only open or reply to messages from people that I know
- show a responsible adult if I get a nasty message, a message from somebody I don't know or get sent anything that makes me feel uncomfortable
- not reply to any nasty message or anything which makes me feel uncomfortable
- only email people I know or those approved by a responsible adult
- only use class chat with permission from my teacher
- I understand that everything I do will have my name attached to it.

Personal Information

I agree that I will:

- always keep my personal details private. (my name, family information, journey to school, address, my pets and hobbies are all examples of personal details)
- not give my mobile phone number out at school
- talk to a responsible adult before joining chat rooms or networking sites (at home)
- always check with a responsible adult and my parents before I show photographs of myself
- only show photographs of myself, with permission from a parent, and never of friends, brothers or sisters.
- never meet an online friend without taking a responsible adult that I know with me

Pupil's Agreement

I have the right to use the school network, Solgrid Extranet and Solgrid email account. I have the responsibility of using them responsibly.

I know that anything I write or say on a school computer or any website that I visit may be viewed by a responsible adult to keep me safe.

I understand that if I deliberately break any of these rules, I may not be allowed to use school computers, the Extranet or email.

I have read and understand the rules and will obey them at all times.

Signed (Pupil):

Name:

Class:

Date:

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PARENTAL AGREEMENT

I have read and understood the school rules for responsible network, Internet, Extranet and email use and give my child permission to access all of the above based on these rules. I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from using Internet facilities.

Signed (Parent):

Please Print Name:

Date:

PARENTAL CONSENT FOR PUBLICATION OF WORK OR PHOTOGRAPHS

I agree that, if selected, my son/ daughter's work may be published on the school web site or on the school Extranet site. I also agree that photographs that include my son/ daughter may be published subject to the school rule that photographs published on the public school website will not clearly identify individuals and that full names will not be used.

Signed (Parent):

Please Print Name:

Date: