

Please go through this with your child, sign, and return the back page only by Tuesday 16th October. Thank you.

Bamby Dun Primary Academy: Pupil Acceptable Use Agreement

Digital technologies have become integral to the lives of children and young people, 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 stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times.

This Acceptable Use Agreement is intended to ensure:

- that young people will be responsible users and stay safe while using the internet and other digital technologies for educational, personal and recreational use.
- that school systems and users are protected from accidental or deliberate misuse that could put the security of the systems at risk, and will have good access to digital technologies to enhance their learning and will, in return, expect the pupils to agree to be responsible users.

Acceptable Use 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 will keep any usernames and passwords safe and secure – I will not share them, 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.
- I will be aware of "stranger danger", when I am communicating on-line – this particularly applies when using the internet at home.
- I will not disclose or share personal information about myself or others when on-line (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc.)
- I will never arrange to meet anyone from an online forum: I understand that this is dangerous and if ever anybody suggests this, I will tell a trusted adult immediately.
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it on-line.

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

- I understand that the academy systems and devices are intended for educational use and that I will not use them for personal use.
- I will not try to make downloads or uploads when using school equipment.
- I will not try to use the academy systems or devices for on-line gaming, internet shopping, file sharing, or video broadcasting (eg YouTube).

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.
- When using an ipad, I will not take images of anyone without their / an adult's permission.
- Whenever I use social media (at home), I will be kind to others, acting in a way that I would want to be treated; if anyone acts or says anything that upsets me, I will report it to a trusted adult, as well as using the 'report' function online if available.

I recognise that the school has a responsibility to maintain the security and safety of the technology it offers me and to ensure the smooth running of the academy:

- I will immediately report any damage or faults involving computing equipment, however this may have happened.
- 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, including the desktop background.

When using the internet for research, I recognise that:

- When I am using the internet to find information, I should take care to check that the information that I access is accurate, as I understand that the work of others may not be truthful and may be a deliberate attempt to mislead me.

I understand that I am responsible for my actions, both in and out of school:

- I understand that the academy also has the right to take action if I am involved in incidents of inappropriate behaviour when I am out of school and where they involve my membership of the school community (examples would be cyber-bullying, use of images or personal information).
- I understand that if I break this Acceptable Use Policy Agreement, there will be serious consequences. This may include loss of access to the school network / internet, contact with parents and in the event of illegal activities (such as cyber bullying), involvement of the police.



Please complete this section to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement.

Name of Pupil:

Class:

Signed:

Date:

Name of parent:

Signed: