



Policy introduction

This document has been developed to help you understand the rules of using computers in school. You should always follow the rules set out in this policy because these rules will help keep you and your classmates safe.

I will follow these rules to keep me safe

- I will not damage any school-owned ICT equipment.
- I will not eat or drink while using school-owned ICT equipment.
- I will make sure I take care of any school-owned ICT equipment that I use in school or at home.
- I will return any school-owned ICT equipment to Mr. Tatton when I have finished using it.
- I will only use memory sticks with permission from my teacher.
- I will only use the internet when my teacher says I can.
- I will listen carefully to all the teachers and follow their instructions.
- I will only use the school's computers for my school work.
- I will only log on as myself unless I've been told otherwise.
- I will turn off the monitor if I see something that I feel uncomfortable with or upsets me; then I will tell my teacher straight away.
- I will not have my own email address.
- I will only be able to use the class email when I am working with my teacher.
- I know that some websites and social networks have age restrictions and I should not use them unless I am old enough.
- I will not say nasty or hurtful things about any member of staff or pupil online.
- I will not try and get to any websites that the school has blocked access to.
- I know that my use of ICT can be checked and that my parent/carer will be contacted if a member of school staff is concerned about my safety.
- I will never arrange to meet anyone I have only met online.
- I will only bring my mobile phone or other devices to school with permission from my teacher.
- I will only use mobile phones and mobile devices (e.g. iPads) when my teacher tells me I can.
- I will not take pictures in school on my mobile phone or mobile device without permission from my teacher.



South Cave CE (VC) Primary School

Acceptable Use Agreement for Key Stage 1

Agreement

I agree to follow the rules set out in this AUP. I know that if I break any of these rules my parent/carer may be told.

Pupil name

Signed

Date