

Pupil Acceptable Use Agreement Foundation Phase

Acceptable Use Agreement

This is how we stay safe when we use computers:

- I will ask a teacher or another adult from the school if I want to use the computers.
- I will only use activities that a teacher or another adult from the school has told or allowed me to use on the computer and iPads.
- I will take care of the computer and iPads.
- I will ask for help from a teacher or another adult from the school if I am not sure what to do or if I think I have done something wrong.
- I will tell a teacher or another adult from the school if I see something that upsets me on the computer or iPad.
- I know that if I break the rules I might not be allowed to use a computer or iPad.
- I will follow the live learning e-Safety rules when learning at home.

Name: _____

Year: _____

Pupil Acceptable Use Agreement – Key Stage 2

This Acceptable Use Agreement is intended to ensure that:

- Pupils will be responsible users and stay safe while using the internet and other digital technologies in school.
- School systems, devices and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.

Acceptable Use Agreement

I understand that I must use school systems and devices responsibly, so that there is no risk to my safety or to the safety and security of the systems and other users. This agreement will also apply to any personal devices that I bring to school.

- I understand that my use of the internet in school will be monitored.
- I will only bring my mobile phone to school if my parents/carers have granted me permission to do so (year 5 and 6 pupils). I understand that if I bring my phone into school it must stay switched off in my bag during the school day and I can only switch it back on at 3:30 when I've left the school gates.
- I will not try to access any materials that are inappropriate or may upset others.
- I will immediately report any inappropriate material or incident, I become aware of, to a member of staff.
- I will not access, change or delete any other pupil's files, without permission.
- I will keep my username and password safe and secure, I will not share it, nor will I try to use any other person's username and password in and out of school.
- I will only take images, videos and voice recordings of other pupils and staff with their permission. I will not use any personal equipment to take images, videos and voice recordings.
- I will not publish or share any information about school on any personal website or social networking site, unless I have permission from the school.
- I will not install programs and apps of any type on a school device, nor will I try to change computer settings, unless I have permission to do so.
- I will not cause any damage to school ICT equipment.
- I will report any damage or faults involving equipment or software, to a member of staff.
- Where work is protected by copyright, I will not download or share copies (including music and videos).
- I understand that if I fail to follow this Acceptable Use Agreement, the school has the right to stop me from using school internet systems/devices.
- I will follow the live learning e-Safety rules when learning at home.

I have read and understood the above and agree to use the school ICT systems (both in and out of school) and my own devices (in school and when carrying out communications about the school) within these guidelines.

Name _____

Date _____

Year _____