

Acceptable Usage Agreement for Children

This Acceptable Use Agreement is part of our Online Safeguarding Policy and is intended to ensure that we all stay safe online and look after school equipment.

- I understand that adults in school will monitor my online activity and use of computers.
- I will not use my mobile phone whilst on school grounds and I will only use my own electronic data, such as USB devices, if I have permission from an adult.
- I will immediately report any damage or faults to equipment, however this may have happened.
- I will not install or store programmes of any type, nor will I try to alter computer settings.

- I will not share my usernames and passwords with anyone or try to use anyone else's username and password.
- I will talk to a parent / carer before I communicate online with someone who I don't know and I will not meet up with people who I have only known online unless my parent / carer has agreed to this.
- I will not share personal information online, such as my address or my telephone number.
- I understand how old I have to be to use social media. If I am going to use social media, I will always speak to my parent / carer about this first.

- I will respect the work and property belonging to other people and I will not access, copy, remove or change any of their work, without their permission.
- I will be polite and responsible when I communicate with others online and I will not use inappropriate or unkind language even when people have very different opinions to me.
- I will not take or share images of anyone without their permission.
- I will not access or share any materials which may cause harm or distress to others.
- I understand that my behaviour, both in and out of school, is included in this agreement and that my school may investigate any inappropriate behaviour.

- I will immediately report anything online that makes me feel uncomfortable or upset (including messages and images) to an adult in school or to my parent / carer.
- I understand that the school computer systems are for educational use and I will not use them for anything else unless I have permission to do so.
- I will not open any attachments to emails, unless I know and trust the person who sent the email.

I have read, understood and agree to the rules included in this Acceptable Use Agreement.

If you do not sign and return this agreement, access will not be granted to school computing systems.

Name

Date