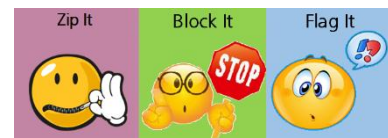


KS2 Pupil Acceptable Use Agreement - September 2020

I understand that I must use keep the rules in a responsible way when I use academy internet, computers, ipads, tablets, cameras, roamers, interactive whiteboards and apps; so that there is no risk to my safety, other users or to the safety and security of the digital technologies systems.

For my own personal safety:

- ✓ I will only use computing equipment and apps with the permission and supervision of a member of staff.
- ✓ In order to help keep me and others safe, I know that the school checks my files and the online sites I visit. They will contact my parents/carers if an adult at school is concerned about me.
- ✓ I know that the academy's systems and devices are there for me to learn and I will not use them for recreational use unless I have specific permission.
- ✓ I will respect and take care of computing equipment and will immediately notify an adult if I notice something isn't working correctly or is damaged.
- ✓ I will keep my Purple Mash and other individual 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 who I am talking to when I am communicating on-line and understand the risks of talking to 'strangers'.
- ✓ I understand what personal information is and will never share my own or others' personal information such as phone numbers, home addresses or names.
- ✓ I will use all communication tools such as email and blogs carefully. I will not use inappropriate language. I understand that people may have different opinions. 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 will do this by telling an adult or clicking report to teacher on Purple Mash.
- ✓ I will follow the rules of Zip it, Block it, Flag it to keep me safe online.
- ✓ I will not deliberately look for, save or send anything that could make others upset. I will not take or distribute images of anyone without their permission.
- ✓ Before I share, post or reply to anything online, I will T.H.I.N.K.



- T** = is it true?
- H** = is it helpful?
- I** = is it inspiring?
- N** = is it necessary?
- K** = is it kind?

- ✓ I will respect others' work and property and will not access, copy, remove or otherwise alter any other user's files, without the owner's knowledge and permission.

- ✓ Where work is protected by copyright, I will not try to download copies (including music and videos)
- ✓ 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 there will be consequences if I do not keep to this agreement and follow the e-safety rules at school.
- I understand that there will be consequences from the academy if I am involved in incidents of inappropriate behaviour, when I am out of the academy and where they involve my membership of the community e.g. cyber-bullying, use of images or sharing personal information.

Parents and Carers

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.

Please support us by

- Talking about this agreement with your child, talking about and displaying the E-safe Ts safety rules (attached), and making your child knows what to do if they see something that upsets them.
- Following The National Health guidance: to keep your child healthy their screen time should be limited and they should have regular physical breaks.

Please fill in and return the next page to show that you have read, understood and agree to the rules included in this Acceptable Use Agreement. If you do not sign and return this agreement, you may not be allowed to use academy systems and devices.

KS2 Acceptable Use Agreement Form

Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to academy ICT systems, internet, computers, iPads, tablets, cameras, roamers, interactive whiteboards and apps.

I have read and understand the above and agree to follow these guidelines when:

- I use the academy technology systems and devices (both in and out of the academy)
- I use my own equipment out of the academy in a way that is related to me being a member of this academy e.g. communicating with other members of the academy, accessing email, Purple Mash, website etc.

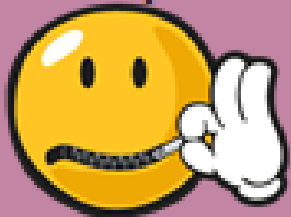
This Acceptable Use Policy is to make sure:

- that young people will be responsible users and stay safe while using the internet, computers, technology and apps for educational, personal and recreational use.
- that academy systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.

Name of Pupil	
Class	
Signed by pupil	
Signed by parent / carer	
Date	

E-Safe Ts

Take Care -
Zip It



Do not give out your name, address, school or phone number.

Some people and things are not what they seem.

Never meet up with anyone you only know through the internet.

Technology



Use all technology including mobile phones, games consoles, iPads, tablets, computers respectfully and with an adult's permission.

Only use your own account.

Always log off or lock your device.

Truthful



Not all information on the internet is truthful. Check it is from a reliable website. Check it matches two other websites.

Ask an adult to check it is not a hoax or fake news
www.snopes.com

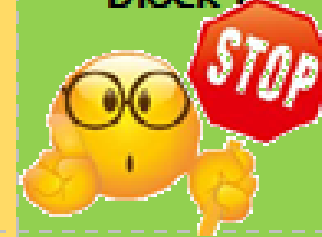
Take Time -
Think



Take time to be kind. Think before posting messages or images that could be hurtful or embarrassing to you or others.

Be kind.

Trouble -
Block It



Don't accept messages, images, texts from people you don't know. It can lead to trouble like viruses or lots of unwanted messages.

Tell -
Flag It



Tell an adult immediately if anything makes you feel worried or uncomfortable.

Leave the site or put the screen in bank mode so no-one else sees or hears anything.