CHURCHWOOD PRIMARY ACADEMY

At Churchwood Everyone Can

Pupil Acceptable Use Agreement – KS2

I understand that I must use Churchwood Primary Academy ICT systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the ICT systems and other users.

For my own personal safety:

- I understand that the academy will monitor my use of the systems, devices and digital communications;

- I will keep my system username and password safe and secure – I will not share it, 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 will not share personal information about myself or others when on-line;

- 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 follow the rules of Zip it, Block it, Flag it to keep me safe online.

I will act as I expect others to act toward me:

- I will treat the academy's equipment with respect and understand that if I act in a disrespectful way which causes damage to the equipment, the academy will give me a sanction;

- I will tolerate and 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;

- I will be polite and responsible when I communicate with others, I will not use strong, aggressive or inappropriate language and I appreciate and understand that others may have different opinions;

- I will not take or distribute images of anyone without their permission.

When using the internet, I recognise that:

- I will ensure that I have permission to use the original work of others in my own work;

- 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 that the academy will give consequences 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.

Class Dojo

Parents and Carers are able to use Class Dojo to support home learning and completion of activities. Class Dojo will be used to assign home learning and for parents/carers to post comments and images on the tasks in their child's section. These parent/carer comments cannot be seen by other parents/carers or children.

If there is a query regarding other aspects of school life, parents/carers must follow the normal channels. I.e. contacting the school office to make arrangements to speak to their child(ren) class teacher(s).

This Acceptable Use Policy 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 academy systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.