



Pupil Acceptable Use Policy Agreement KS2 (Years 3-6)

I understand that I must use Lewknor Primary School's computing systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the systems and other users.

For my own personal safety:

- I understand that Lewknor Primary School will monitor my use of the systems, devices and digital communications.
- 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. 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 'stranger danger' when I am communicating on-line.
- I will not disclose or share personal information about myself or others when online (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc.)
- I will not arrange to meet people off-line that I have communicated with online, I will tell an adult if somebody on-line is trying to meet me off-line.
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it online.
- I will not try to download anything onto devices.

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

- I will respect others' work 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 that others may have different opinions.
- I will not take or distribute images of anyone without their permission.

When using the internet for research or recreation, I recognise that:

- 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 should not use social media sites in school.

I understand that I am responsible for my actions, both in and out of school:

- I understand that Lewknor Primary School also has the right to take action against me if I am involved in incidents of inappropriate behaviour, that are covered in this agreement, when I am out of school and where they involve my membership of the school community (examples would be online-bullying, use of images or personal information).
- I understand that if I fail to comply with this Acceptable Use Policy Agreement, I may no longer be allowed to access the school network and internet and my parents will be contacted.

Name of Child Class.....

Signed Date



Parent/Carer Agreement

- I have read the pupil acceptable use agreement and will support Lewknor Primary School in ensuring that the expectations for pupils outlined in this document are upheld when pupils are learning at home and in school.
- I understand that Lewknor Primary School will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet but cannot guarantee the online safety of learners whilst they are at home.
- I understand that my child's activity across all applications will be monitored and that the school will contact me if they have concerns in line with our Policies in our Online Safety Policy.
- I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's online safety.
- A responsible adult will be present when my child is participating in online tutorial sessions at home.

Name of Parent

Signed

Date