



KS2 Pupil Acceptable Use Agreement

These rules will keep me safe and help me to be fair to others.

- I will only use the school's computers for schoolwork and homework, apart from during golden time when I can play appropriate games.
- I will only edit or delete my own files and not look at, or change, other people's files without their permission.
- I will keep my logins and passwords secret although my teacher might keep a list in case I forget and I might choose to tell my parents/ carers.
- If I accidentally find someone's password or login, I will tell them and they should change it.
- I will not bring files into school without permission or upload inappropriate material to my workspace.
- I am aware that some websites and social networks have age restrictions and I should respect this.
- I will not attempt to visit Internet sites that I know to be banned by the school.
- I will only play computer games at home I know are appropriate to my age and I will ask a parent/ carer if I am uncertain.
- I will only e-mail people I know, or a responsible adult has approved.
- The messages I send, or information I upload, will always be polite and sensible.
- I will not open an attachment, or download a file, unless I know and trust the person who has sent it.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission.
- I will never arrange to meet someone I have only ever previously met on the Internet, unless my parent/carers has given me permission and I take a responsible adult with me.
- If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it but I will show a teacher / responsible adult after immediately closing the laptop hood or turning off the monitor.

I have read and understand these rules and agree to them.

Signed:

Date: