



St Anne (Stanley) Primary School and Nursery

Acceptable Use Agreement for KS2

MGL

SWGfL
Safe, Secure, Online

Our School Policy

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.

All of our school policies can be found on our website.

This Acceptable Use Policy is intended to ensure:

- That young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
- That school/academy systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
- That parents and carers are aware of the importance of online safety and are involved in the education and guidance of young people with regard to their on-line behaviour.

The school will try to ensure that pupils will have good access to digital technologies to enhance their learning and will, in return, expect the pupils to agree to be responsible users.

Please read, sign and return both of the permission forms attached to show your support of the school in this important aspect of the school's work.

Miss Broughton

Computing Lead



St Anne (Stanley) Primary School and Nursery

Acceptable Use Agreement for KS2 Pupils



When I use devices, I must behave responsibly to help keep me and other users safe online and to look after the devices.

For my own personal safety:

- I understand that what I do online will be supervised and monitored and that I may not be allowed to use devices in school unless I follow these rules and use them responsibly
- I will only visit internet sites that adults have told me are safe to visit
- I will keep my username and password safe and secure and not share it with anyone else
- I will be aware of “stranger danger” when I am online
- I will not share personal information about myself or others when online
- If I arrange to meet people off-line that I have communicated with online, I will do so in a public place and take a trusted adult with me
- I will immediately tell an adult if I see anything that makes me feel uncomfortable when I see it online.

I will look after the devices I use, so that the school and everyone there can be safe:

- I will handle all the devices carefully and only use them if I have permission.
- I will not try to alter the settings on any devices or try to install any software or programmes.
- I will tell an adult if a device is damaged or if anything else goes wrong.
- I will only use the devices to do things that I am allowed to do.

I will think about how my behaviour online might affect other people:

- When online, I will act as I expect others to act toward me.
- I will not copy anyone else’s work or files without their permission.
- I will be polite and responsible when I communicate with others and I appreciate that others may have different opinions to me.
- I will not take or share images of anyone without their permission.

I know that there are other rules that I need to follow:

- If I bring a personal device (mobile phones/iPads etc.) into school it needs to be handed into the school office before the start of school and I can only collect it at the end of the school day. This is only applicable for Year 6 pupils.
- Smart watches or any other electronic device are not permitted in the school building.
- 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 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 have permission if I use the original work of others in my own work.

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

- I know that I am expected to follow these rules in school and that I should behave in the same way when out of school as well.
- I understand that if I do not follow these rules, I may be subject to disciplinary action. This could include loss of access to the school network/internet, parents/carers contacted and in the event of illegal activities involvement of the police.

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

- I use the school systems and devices (both in and out of school)
- I use my own devices in the school (when allowed) e.g. mobile phones.
- I am out of school and involved in any online behaviour that might affect the school or other members of the school.

Name of Pupil: _____

Signed by Pupil: _____

Class: _____

Date: _____



St Anne (Stanley) Primary School and Nursery
Acceptable Use Agreement for Parents/ Carers

MGL

SWGfL
Safe, Secure, Online

As the parent / carer of the pupil I know that my child has signed this Acceptable Use Agreement and has received and will continue to receive, e-Safety education to help them understand the importance of safe use of digital technology– both in and out of school.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the Internet.

I understand that my child's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use 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 e-Safety.

As a parent/carers I understand that I am not permitted to use phones, iPads or any other electronic devices around St Anne's pupils. I understand that during school performances any photographs or videos taken must not be shared on any social media platforms. Live streams are not permitted under any circumstances.

As the parent/carers, I give permission for my son/daughter to have access to the internet and to ICT systems at school.

Name of Child: _____

Name of Parents/ Carer: _____

Signature: _____

Date: _____