

APPENDIX 1 – Acceptable Use Agreement (KS1/KS2 pupils and parents/carers)



ACCEPTABLE USE AGREEMENT FOR (KS1/KS2 PUPILS AND PARENTS / CARERS)

When I use the school's IT computers / tablets and get onto the internet in school I will:

- Ask a teacher or suitable adult if I want to use the computers/tablets
- Only use websites that a teacher or adult has told me or allowed me to use
- Tell my teacher immediately if:
 - I click on a website by mistake
 - I receive messages from people I don't know
 - I find anything that may upset or harm me or my friends
- Use school computers for schoolwork only
- Be kind to others and not upset or be rude to them
- Look after the school equipment and tell a teacher straight away if something is broken or not working properly
- If issued with a username and password:
 - Only use the username and password I have been given
 - Try my hardest to remember my username and password
 - Never share my password with anyone, including friends
- Never give my personal information (my name, address, or telephone numbers) to anyone without the permission of my teacher or parent/carer
- Save my work on the school systems
- Check with my teacher before I print anything
- Log off or shut down a computer when I have finished using it.

I agree that the school will monitor the websites I visit and that I may not be allowed to use the IT systems if I don't follow the rules.

Name of pupil:

Signed (pupil):

Date:

Parent/carer agreement: I agree that my child can use the school's IT systems and internet when appropriately supervised by a member of staff. I agree to the conditions set out above for pupils using the school's IT systems and internet and will make sure my child understands these.

Signed (parent/carer):

Date: