

CHILD'S NAME.....

CLASS.....YEAR.....

October 2014

St Teresa's Catholic Primary School

F2/KS1 PUPIL ACCEPTABLE USE POLICY

Parents/Guardians of pupils should sign a copy of this Acceptable Use Statement and return it to the school where it will be countersigned by a member of staff. Failure to read and complete this form will restrict the use of the computers in school for your child. Thank you for your co-operation.

The computer system is owned by the school and is made available to pupils to further their education and to staff to enhance their professional activities including teaching, research, administration and management. The school has an e-Safeguarding Policy drawn up to protect all parties - the pupils, the staff and the school.

The school reserves the right to examine or delete any files that may be held on its computer system or to monitor any Internet sites visited.

Acceptable Use Policy for Younger Primary Children

- I will read and follow the rules in the AUP(Acceptable Use Policy)
- I understand that this AUP is regularly reviewed and that there are consequences if I do not follow it.
- I will always use what I have learned about e-safeguarding to keep myself safe and will tell a teacher if something makes me worried or unhappy.
- I will use school computers for school work and not to upset or be rude to other people.
- I will only use my school email account (which ends .sch.uk) in school.
- I will not open any email attachments without checking with an adult.
- I will only go on websites that my teacher tells me to.
- I will tell my teacher straight away if I see a website that is not my work or receive emails from people I don't know.
- I will look after school ICT equipment and tell a teacher straight away if something is broken or not working properly.
- I will not try to download or install any software on school computers.
- I will only use the username and password I have been given and I will keep them secret.
- I will save only school work on the school network and will check with my teacher before printing.
- I will log off or shut down a computer when I have finished using it.
- I understand that all of my work and internet activity on school ICT equipment can be seen.
- I understand that I must follow these rules or I will be in trouble.

Parent/Carer's Signature Date

Child's Signature Date

Teacher's Signature Date