



## Acceptable Use Policy for Early Years and KS1

I understand that the Blean Primary School Acceptable Use Policy will help keep me safe and happy online.

- I only use the internet when an adult is with me.
- I only click on links and buttons when I know what they do.
- I keep my personal information and passwords safe online and in real life.
- I only send messages online to people I know.
- I only send message online which are polite and friendly.
- I know the school can see what I am doing online when I use Blean Primary's Computers and Tablets.
- I know that when in school I can only use school laptops, computers, and ipads and I will not bring my own devices into school.
- I know that if I do not follow the rules then I will receive a warning and may be given a yellow or red card.
- I have read and talked about these rules with my parents/carers.
- I always tell an adult/teacher if something online makes me feel unhappy or worried.
- If I see anything online that makes me feel unhappy or worried I will click on the dolphin, or minimise the screen, or close the screen or turn the ipad face down.
- I can visit [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) to learn more about keeping safe online.
- I will report any damage or faults with equipment used.

### Remote Learning:

- Remote learning will only take place during usual school times.
- My use of remote learning systems is monitored to help keep me safe.
- I will only use my school provided email accounts and login to access remote learning.
- I will not share my login/password with others.
- I will not share any access links to remote learning sessions with others.
- When taking part in remote learning I will behave as I would in the classroom.
- I will follow my class teacher's instruction and mute video and microphone as requested.
- Wear appropriate clothing and be in a suitable location, ensure backgrounds of videos are neutral and personal information/content is not visible.
- Use appropriate alternative backgrounds.
- If for any reason I cannot attend a session in full, I will let my teacher know.
- I will attend lessons with a parent or adult in the room.
- If I am concerned about anything that takes place during remote learning, I will tell a parent/carer, an adult etc.
- I understand that inappropriate online behaviour or concerns about my safety during remote learning will be taken seriously.

Signed:

Date: