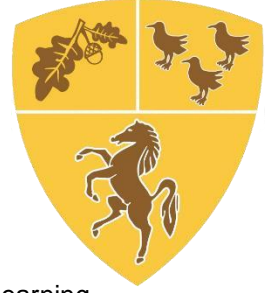




Acceptable Use Policy for KS2 Pupils

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

- I will behave online the same way as I behave in the classroom.
- I always ask permission from an adult before using the internet.
- I will only use websites and search engines that my teacher has approved.
- I will use my school computers for school work unless I have permission otherwise.
- I understand that I am not allowed to use my own mobile or personal devices in school. If, for any reason, I need to bring my mobile phone into school I know that it is to be handed in to my teacher when I arrive and collected at the end of the school day. To bring in a mobile phone I know I need written permission from my parents/carers.
- I know that being responsible means that I should not look for bad language, inappropriate images or violent or unsuitable games. If I accidentally come across any of these at school I should report it to a teacher or an adult in school or parent or carer if I accidentally come across any of these at home.
- I know that not everything or everyone online is honest or truthful and will check content on other sources like other websites, books or with a trusted adult.
- I always credit the person or source that created any work, image or text I use.
- I only talk with and open messages from people I know and I only click on links if I know they are safe.
- If I get unpleasant, rude or bullying emails or messages I will report them to a teacher or adult, I will not delete them straight away, but instead, keep them so I can show them to the person I am reporting it to.
- I always talk to an adult if I'm not sure about something or if something happens online that makes me feel worried or frightened.
- I will be polite and sensible when I message people online and I know that sending a message is the same as having a conversation with someone.
- I will not be rude or hurt someone's feelings online.
- I keep my personal information safe and private online and in real life.
- I will keep my passwords safe and not share them with anyone.
- I will not access or change other peoples files or information.
- I will only post pictures or videos on the Internet if they are appropriate and if I have permission.
- I will only change the settings on the computer if a teacher/technician has allowed me to. □ I understand that the school's internet filter is there to protect me, and I will not try to bypass it.
- I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to an adult
- I know that my use of school devices/computers and Internet access will be monitored.
- I know that if I do not follow the rules then I will receive a warning and may receive a yellow or a red card.
- If I see anything online that I shouldn't or that makes me feel worried or upset then I will click on the dolphin, or minimise the page, or turn the ipad face down and tell an adult straight away.
- I have read and talked about these rules with my parents/carers.
- If I am aware of anyone being unsafe with technology then I will report it to a teacher.
- I can visit www.thinkuknow.co.uk and www.childline.org.uk to learn more about keeping safe online.
- I will not open or click any attachments or adverts in emails or online
- I will not upload or download anything that will take p internet capacity or prevent others from being able to carry out their work
- I will not take or distribute images of anyone without their permission
- I will report any damage or faults with equipment
- I will not install or attempt to install programmes of any type



Remote Learning:

- Remote learning will only take place during 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.
- When taking part in remote learning I will behave as I would in the classroom.
- I will follow my class teacher's instructions and mute video and microphone as requested.
- I will wear appropriate clothing and be in a suitable location, ensuring the backgrounds of videos are neutral and no personal information/content is visible.
- I will use appropriate alternative backgrounds.
- I will attend sessions in full. If for any reason I cannot attend a session in full I will let my teacher know.
- I will attend lessons in shared/communal spaces or rooms with an open door and/or where possible when I can be supervised by a parent/carer or another appropriate adult.
- If I am concerned about anything that takes place during remote learning, I will tell a parent/carer.
- I understand that inappropriate online behaviour or concerns about my safety during remote learning will be taken seriously.

Signed:

Date: