



KS2 Pupil Acceptable Use Policy

This is how we stay safe when we use computers:

- I will only access computing equipment when a trusted adult has given me permission and is present.*
- I will not deliberately look for, save or send anything that could make others upset.*
- I will immediately inform an adult if I see something that worries me, or I know is inappropriate.*
- I will keep my username and password secure; this includes not sharing it with others.*
- I understand what personal information is and will never share my own or others' personal information such as phone numbers, home addresses and names.*
- I will always use my own username and password to access the school network and subscription services such as Purple Mash.*
- In order to help keep myself and others safe, I know that the school checks my files and the online sites I visit. They will contact my parents/carers if an adult at school is concerned about me.*
- I will respect computing equipment and will immediately notify an adult if I notice something isn't working correctly or is damaged.*
- I will use all communication tools such as email and blogs carefully. I will notify an adult immediately if I notice that someone who isn't approved by the teacher is messaging.*
- Before I share, post or reply to anything online, I will T.H.I.N.K.*
T = Is it true? H = Is it Helpful? I = Is it Inspiring? N = Is it Necessary? K = Is it Kind?
- I understand that if I behave negatively whilst using technology towards other members of the school, my parents/carers will be informed and appropriate actions taken.*

My name:

Date: