

Key Stage 2 Acceptable Use of Technology Agreement

- I will only use the school's ICT equipment and tools (including computers, ipads, cameras, etc.) for schoolwork. If I need to use the school's computers for anything else, I will ask for permission first.
- I will only use the Internet if a teacher or teaching assistant is in the room with me.
- I will only delete my own files unless my teacher gives me permission to delete someone else's. I will not look at other people's files without their permission.
- I will keep my passwords private and tell an adult if I think someone else knows them.
- I will only open e-mails or attachments from people who I know or that my class teacher has approved. If I am unsure about an attachment or e-mail, I will ask my teacher for help.
- I will not give my own personal details such as name, phone number or home address or any other personal details that could be used to identify me, my friends or my family. If I have to use an online name I will make one up.
- I will never post photographs or video clips of people without permission and never include names with photographs or videos.
- I will never arrange to meet someone I have only ever previously met online. It could be dangerous.
- I will not deliberately look for, save or send anything that could be unpleasant or upsetting. If I find anything via Internet, e-mail or mobile phone that is upsetting or makes me feel uncomfortable, I will tell a teacher or responsible adult.
- I will not bring my own device to school, without permission from my class teacher.

Pupil's name _____

Pupil's signature _____

Parent/Carer signature _____

Date _____