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#  Pucklechurch CE VC Primary

Key Stage 2 Acceptable Use Policy

These rules help us to be fair to others and keep everyone safe online.

* I will use devices/computers in the way that any adult in school has asked and only access the programs and apps that they have asked me to use.
* I will ask an adult’s permission before using the internet.
* I will only use my own network login and password.
* I will only open or delete my own files.
* I understand that I must not bring into school any software or personal devices (such as phones, cameras or USB sticks) without permission.
* If I have been given permission to bring my mobile phone into school (year 6 only), I will turn it off whilst on the school premises and will hand it to the teacher during school hours.
* I am aware that some websites, games and social networks have an age restriction and I should respect that.
* I will only e-mail, open attachments or download a file that an adult in school has approved and is from people I know and trust.
* The messages I send will be polite and sensible.
* I understand that I must never give my full name, home address or phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or friends, unless a trusted adult has given permission.
* I understand that I must never arrange to meet someone that I have only previously ever met on the internet.
* If I see anything that I am unhappy with or I receive any messages that I do not like, I will tell a trusted adult immediately.
* I understand that the school checks my computer files, e-mails I send and the internet sites that I visit in school.
* I should ensure that I have the permission to use the original work of others in my own work. If I don’t, I will not copy the words of anyone else.
* I understand that if I deliberately break these rules, there will be appropriate sanctions.

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| **Child’s full name:** |
| **Child’s Class:** | **Child’s Yr Group:** |
| **Pupil Agreement**I have read and I understand the school rules for acceptable use of digital technologies. I will use the computer system and internet in a responsible way and follow these rules at all times. |
| **Signed:** | **Date:** |
| **Parent’s Consent for Internet Access:**I have read and understood the school rules for responsible internet use and give permission for my son/daughter to access the internet. I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the internet. I agree that the school is not liable for any damages arising from use of internet facilities.  |
| **Signed:** | **Date:** |
| **Please print name:** |