



Shoreham Village School Pupil Acceptable Use Policy



All pupils use computer facilities including Internet access as an essential part of learning, as required by the National Curriculum. Both pupils and their parents/carers are asked to read the Acceptable Use Policy and to sign the Agreement to show that they have understood and agreed the policy.

Early Years and KS1

- 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 know not to open advertisements/links that might pop up
- I can visit www.thinkuknow.co.uk to learn more about keeping safe online
- I keep my personal information and passwords safe online
- I only send messages online which are polite and friendly
- I know the school can see what I am doing online
- I know that if I do not follow the rules there will be consequences
- 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
- I know that I can report online abuse using the CEOP button on our school website

KS2

- I know that I will be able to use the internet in school, for a variety of reasons, if I use it responsibly. However, I understand that if I do not, I may not be allowed to use the internet at school.
- I know that being responsible means that I should not look for bad language, inappropriate images or violent or unsuitable games, and that if I accidentally come across any of these I should report it to a teacher or adult in school or a parent or carer at home.
- I will treat my password like my toothbrush! This means I will not share it with anyone (even my best friend), and I will log off when I have finished using the computer or device.
- I will protect myself by never telling anyone I meet online my address, my telephone number, my school's name or by sending a picture of myself without permission from a teacher or other adult.
- I will never arrange to meet anyone I have met online alone in person without talking to a trusted adult.
- If I get unpleasant, rude or bullying emails or messages I will report them to a teacher or other 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 will always be myself and not pretend to be anyone or anything I am not. I know that posting anonymous messages or pretending to be someone else is not allowed.
- I will always check before I download software or data from the internet. I know that information on the internet may not be reliable and it sometimes needs checking.
- 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 know that I am not allowed on personal e-mail, social networking sites or instant messaging 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 the office or class teacher and then collected at the end of the school day.
- I will tell a teacher or other adult if someone online makes me feel uncomfortable or worried when I am online using games or other websites or apps.

- I know that I can report online abuse using the CEOP button on our school website.
- Signed

Parent(s) Carer(s) _____

Child _____

