

# Howitt Primary Community School



## **Pupil Acceptable Use Policy Agreement - Key Stage 2 September 2019**

## Pupil Acceptable Use Policy

### Howitt Primary Community School Parental/Carer's Acknowledgment

I, with my child, have read and discussed Howitt Primary Community School's Pupil Acceptable Use Policy.

I am aware that any internet and computer use using school equipment may be monitored for safety and security reason to safeguard both my child and the schools' systems. This monitoring will be proportionate and will take place in accordance with data protection, privacy and human rights legislation.

I with my child, am aware of the importance of safe online behaviour and will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the school community.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.

I understand that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy or have any concerns about my child's safety.

I will inform the school or other relevant organisations if I have concerns over my child's or other members of the school communities' safety online.

I know that I can speak to the school Designated Safeguarding Lead (**Chris Clarke/ Ellinor Edgeley**), my child's teacher or the headteacher if I have any concerns about online safety.

I will visit the school website (<http://www.howittprimary.org.uk>) for more information about the school's approach to online safety as well as to access useful links to support both myself and my child in keeping safe online at home.

I will support the school and my child by role modelling safe and positive online behaviour (such as sharing images, text and video responsibly) and by discussing online safety with them when they access technology at home.

I know that my child will receive online safety education to help them understand the importance of safe use of technology and the internet – both in and out of school.

I will support the schools online safety approaches and will encourage my child to adopt safe use of the internet and digital technologies at home.

Child's Name.....

Signed (**if appropriate**) .....

Class..... Date.....

Parents/Carers Name.....

Parents/Carers Signature..... Date.....

## **Howitt Primary Community School (Academy)**

# **Pupil Acceptable Use Policy**

Howitt Primary Community School is committed to safeguarding and promoting the welfare of children. All pupils use computer facilities including Internet access as an essential part of learning, as required by the national curriculum, therefore, gaining pupils' and parents'/carers' agreement to online safety rules is important.

This policy is reviewed regularly, following any national and local initiatives.

To ensure clarity, the online safety rules appropriate to the age of the pupil will be included with the letter to parents.

**Years 3, 4, 5 and 6**

# **Think then click**

## **Online Safety Rules for Key Stage 2**

### **My safety:**

- I only send messages which are polite and friendly
- I will only post pictures or videos on the internet if they are appropriate and if I have permission
- I only talk with and open messages from people I know, and I only click on links if I know they are safe
- 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

### **Trust:**

- I know that not everything or everyone online is honest or truthful
- I 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

### **Responsible:**

- I always ask permission from an adult before using the internet
- I only use websites and search engines that my teacher has chosen
- I use school computers for school work unless I have permission otherwise
- I keep my personal information safe and private online
- I keep my passwords safe and I do not share them with anyone
- I will not access or change other people's files or information

### Understand:

- I understand that the school's internet filter is there to protect me
- I know that my use of school devices/computers and internet access will be monitored
- I have read and talked about these rules with my parents/ carers
- I can visit [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) and [www.childline.org.uk](http://www.childline.org.uk) to learn more about keeping safe online

### Tell:

- If I am aware of anyone being unsafe with technology, I will report it to a teacher
- I will always talk to an adult if I'm not sure about something or if something happens online that makes me feel worried or upset. I will minimize the page and tell an adult straight away