



## Acceptable Use Agreement for KS2

These rules have been written by OLSG to make sure that you stay safe when using the electronic devices. This includes cameras, iPads, tablets, games consoles, smart phones, smart TVs, laptops and personal computers (PCs). By using the technology in school, you have agreed to follow these rules.

Please read through this with your child, sign and return to school.

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|--|--|--|--|
|  | I will only access computing equipment when a trusted adult has given me permission and is present.  |  | I am aware that some websites and social networks have age restrictions and I should respect this.   |
|  | I will not deliberately look for, save or send anything that could make others upset.  |  | The messages I send, or the information that I upload, will always be polite and sensible.   |
|  | I will immediately inform an adult if I see something that worries me, or I know is inappropriate.   |  | I will not send a photograph or video or any personal information that could be used to identify me, my family or my friends, unless a trusted adult has given me permission.  |
|  | I will keep my username and password secure; this includes not sharing it with others.   |  | I will never arrange to meet someone I have only ever met previously on the internet.  |
|  | I understand what personal information is and will never share my own or others' personal information such as phone numbers, home addresses and names.   |  | <p>I will use all communication tools such as emails 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.</p> <p><b>T</b> = Is it true?<br/><b>H</b> = Is it helpful?<br/><b>I</b> = Is it inspiring?<br/><b>N</b> = Is it necessary?<br/><b>K</b> = Is it kind?</p> |
|  | I will always use my own username and password to access subscription services such as Purple Mash.  |  |  |
|  | In order to help keep me and others safe, I know that school checks my files and the online sites that I visit. They will contact my parents/carers if an adult in school is concerned about me. |  |  |
|  | I will respect school equipment and will immediately notify an adult if I notice something isn't working correctly or is damaged.  |  |  |
|  | I will not bring files into school without permission or upload inappropriate material to my workspace or download a file or open an attachment unless I know and trust the person who sent it.  |  |  |
|  | 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.                          |  |  |

***I understand this agreement and know the consequences if I don't follow it.***

My Name:

Class:

Parent/Carer Signed:

Today's Date: