



ACCEPTABLE USE POLICY KEY STAGE 2

I will read and follow the rules in the AUP.

I understand that this AUP is regularly reviewed and there are consequences if I do not follow it.

Always use what you have learned about online safety to keep yourself safe. I will tell a teacher if something makes me worried or unhappy.

Only use school ICT equipment for school work. Do not upset or bully other people or create a bad impression of our school.

Take responsibility for your own use of all ICT equipment and use it safely, responsibly and legally e.g.

**Do not send any email or attachments without checking with an adult
Make sure that work does not break copyright**

Do not go on any unsuitable or illegal websites on purpose e.g. rude images, violence and racism.

If you go on any by mistake tell a teacher straight away.

Tell a teacher if you can see a website that is inappropriate.

Look after school ICT equipment and report any damage to a teacher straight away.

Do not try to get past any security measures in place to protect the school network.

Only access the school network using your own username and password you have been given and keep them secret.

Do not use a flash drive (USB memory stick) in school without permission.

Save only school work on the school network and check with your teacher before printing.

Log off or shut down a computer when you have finished using it.

I understand all of my work and internet activity on school ICT equipment can be monitored and there are consequences if I do not use the equipment sensibly, safely and responsibly.

Parent/Carer's Signature

Date

Child's Signature