



Grange Park Junior School Pupil Acceptable Use Agreement

This agreement will help keep me safe online, both in school and at home

In School

1. I will not bring from home memory sticks/USBs to use on the school IT system.
2. I will not use my own mobile device/phone in school unless I am given permission from my teacher.
3. If the computer I am using at school asks for updates I will check with a teacher first.
4. I will only use the school IT devices for things that my teacher has told me to.
5. I will not share files or photos without the permission of my teacher.
6. I will not register my details with online activities or websites without the permission of my teacher.
7. I understand that the school will check my computer files and will monitor the internet sites I visit.
8. I will treat all computer equipment in school with care and respect.
9. I know that if I break the rules I may not be allowed to use a computer.

In School and at Home

1. ***I learn online*** – I use my home and the school's internet and devices for schoolwork, homework and other activities to learn and have fun. I only use apps, sites and games if a trusted adult says I can.
2. ***I am creative online*** – I don't just spend time on apps, sites and games looking at things from other people; I get creative to learn and make things!
3. ***I am a friend online*** – I won't share anything that I know another person wouldn't want shared, or which might upset them. If I know a friend is worried or needs help, I will remind them to talk to an adult, or even do it for them.
4. ***I am a secure online learner*** – I keep my passwords to myself and reset them if anyone finds them out. I will keep my school passwords to myself and ask my teacher to reset them if anyone finds them out.
5. ***I am careful what I click on*** – I don't click on links I don't expect to see and only download or install things when I know it is safe or has been agreed by trusted adults.
6. ***I ask for help if I am scared or worried*** – I will talk to a trusted adult if anything upsets me or worries me on an app, site or game. If I get a funny feeling, I talk about it.
7. ***I know it's not my fault if I see or someone sends me something bad*** – I don't need to worry about getting in trouble, but I mustn't share it. Instead, I must tell someone.

8. ***I only communicate and collaborate online*** – with people I know and have met in real life or that a trusted adult knows about.
9. ***I know new online friends aren't always who they say they are*** – I am careful when someone wants to be my friend online. Unless I have met them face to face, I can't be sure who they are. If I want to meet them, I will always ask a trusted adult, and will never go alone or without telling an adult.
10. ***I don't do public live streams on my own*** – and only go on a video chat if my trusted adult knows I am doing it and who with.
11. ***I tell my parents/carers what I do online*** – they might not know the app, site or game, but they can still help me when things go wrong, and they want to know what I'm doing.
12. ***I am private online*** – I only give out private information if a trusted adult says it's okay. This might be my home address, phone number or other personal information that could be used to identify me or my family and friends.
13. ***I keep my body to myself online*** – I never change what I wear in front of a camera and remember that my body is mine and mine only, and I don't send any photos without checking with a trusted adult.
14. ***I say no online if I need to*** – if I get asked something that makes me worried or upset or just confused, I say no, stop chatting and tell a trusted adult.
15. ***I am a rule-follower online*** – I know that apps, sites and games have rules on how to behave, and some have age restrictions. I follow the rules, only use the ones I am allowed to use, and report bad behaviour.
16. ***I am not a bully*** – I do not post, make or share unkind, hurtful or rude messages/comments and I will tell my trusted adults if I see these.
17. ***I am part of a community*** – I do not make fun of anyone or exclude them because they are different to me. If I see anyone doing this, I tell a trusted adult.
18. ***I respect people's work*** – I only edit or delete my own digital work and only use words, pictures or videos from other people if I have their permission or if it is copyright free or has a Creative Commons licence.
19. ***I am a researcher online*** – I use safe search tools approved by my trusted adults. I know I can't believe everything I see online, know which sites to trust, and know how to double check information I find.

I have read and understood this agreement.

If I have any questions, I will speak to a trusted adult: at school that includes: _____

Outside school, my trusted adults are _____

Signed: _____

Date: _____