

## Pupil Acceptable Use Agreement / Online Safety Rules

Dear Parent/ Carer

ICT including the internet, email, laptops, digital cameras, etc. has become an important part of learning in our school. We expect all children to be safe and responsible when using any ICT. Please discuss these Online Safety rules with your child. If you have any concerns please refer to the school website where there are links to other helpful sites with a wealth of information on this subject.

- I will only use ICT in school for school purposes.
- I will only use my class email address.
- I will make sure that all ICT contacts with other children and adults are responsible.
- I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will turn off my monitor and tell my teacher immediately.
- I will not send to children or adults anything that could be considered unpleasant or nasty.
- I will not give out my own details such as my name, phone number or home address.
- I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.
- I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- I know that my use of ICT can be checked and that my parent/ carer contacted if a member of school staff is concerned about my Online Safety.

### **Parent/ carer signature**

We have discussed this and ..... (Child's name)

Agrees to follow the Online Safety rules and to support the safe use of ICT at St Leonard's C E Primary School.

Parent/ Carer Signature ..... Date.....

Pupil Signature ..... Date.....