



Heamoor Community Primary School

KS2 Acceptable Computer Use Agreement



The school provides computers for use by our pupils, offering access to a vast amount of information for use in studies, acting like an enormous extension to the school library and offering great potential to support the curriculum. Along with their ability to access these learning resources comes their responsibility to use them safely & appropriately. Please can you share and discuss this agreement with your child.

Pupil Guidelines

The computers are provided and maintained for the benefit of all children, and you are encouraged to use and enjoy these resources, and help to ensure they remain available to all. You are responsible for good behaviour with the resources and on the internet just as you are in a classroom or a school corridor. Remember that access is a privilege, not a right and inappropriate use will result in that privilege being withdrawn.

Security and Privacy

- All computer users should be respected and should not be interrupted or distracted during lessons.
- You are never allowed to use or discuss someone else's logon details.
- Your teacher may look at your files and ensure that you are using the system responsibly.

Equipment

- You can only use the computers for learning purposes.
- When eating or drinking keep well away from the computer equipment.
- Treat all ICT equipment with care & respect - damaging or otherwise harming the computers, or intentionally wasting resources will cut short your time with the computer equipment and puts your work & that of others at risk.
- Parents must always check files brought in on removable media (such as floppy disks, CDs, flash drives etc.) with antivirus software and only use them if they are found to be clean of viruses.

Internet

- In school, you may only use the computers and the internet when you have permission and are supervised by an adult.
- You may only use the computers for class learning activities and school-related study
- You may only use the games, programmes and websites that your teacher has specifically allowed you to view.
- If you see anything on your computer or another computer that worries or upsets you, you must click on Hector the dolphin, if you can, and then go get an adult to help you.
- You must respect the computer work of people (and their ownership rights) both inside and outside the school. This includes following copyright laws.

A child-friendly version of our KS2 internet rules are on the reverse of this page.

Once you have read this document carefully with your child please sign and return to school. No access to the Internet will be permitted unless otherwise. If a child knowingly violates these provisions, access to the Internet will be denied and he/she could be subject to disciplinary action in line with our existing Behaviour & E-Safety Policies. In the extremely unlikely event of a serious violation, suspension or expulsion may be imposed. Where appropriate, police may be involved or other legal action taken.

I have read and understand the above and have discussed the KS1 pupil guidelines with my child

Parent/Guardian Name: _____

Signature: _____

Child's Signature: _____

Think then Click

These Junior rules help us to stay safe on the Internet



We ask permission before using the internet.



We only use websites our teacher has chosen.



We tell an adult if we see anything we are uncomfortable with.



We immediately close any webpage we are uncomfortable with using Hector the dolphin to cover the screen.



We only email people an adult has approved.



We send e-mails that are polite and friendly.



We never give out personal information or passwords.



We never arrange to meet anyone we don't know.



We do not open e-mails sent by anyone we don't know.



We do not use Internet chat rooms.