

St Catherine's Catholic Primary School

"Loving and Learning Together as Jesus taught us"



St Catherine's Catholic Primary School

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KS2 Pupil Acceptable Use Policy Agreement

Date of policy review: October 2016

Next review: October 2017

Policy Reviewed & Passed by the Governors
Key Person Responsible: Maureen Kelly

KS2 Pupil Acceptable Use Policy Agreement

I understand that I must use school ICT systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the ICT systems and other users.

- I understand that St Catherine’s will monitor my use of the systems, devices and digital communications.
- I will keep my username and password safe and secure – I will not share it. nor will I try to use any other person’s username and password. I understand that I should not write down or store a password where it is possible that someone may steal it.
- I will be aware of “stranger danger”, when I am communicating on-line.
- I will not disclose or share personal information about myself or others when on-line (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc)
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it online, to a trusted adult at school or home.
- I understand that the St Catherine’s systems and devices are primarily intended as a learning tool, and will not be used outside of lessons in golden time, or inappropriately in lessons.
- I will not attempt to search any inappropriate material online.
- I understand that the St Catherine’s systems and devices are primarily intended as a learning tool, and will not be used outside of lessons in golden time.
- I will not attempt to search any inappropriate material online, or access any inappropriate websites.
- I will respect others’ work and property and will not access, copy, remove or otherwise alter any other user’s files, without the owner’s knowledge and permission.
- I will be polite and responsible when I communicate with others.
- I will not take or distribute images of anyone without their permission.
- I will not use outside storage devices, such as USB’s in school, as they could contain harmful/inappropriate material.
- I understand the risks and will not try to upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others
- I will not try to use any programmes or software that might allow me to bypass the filtering / security systems in place to prevent access to such materials.
- I will immediately report any damage or faults involving equipment or software, however this may have happened.
- I will not open any hyperlinks in emails or any attachments to emails, unless I know and trust the person/ organisation who sent the email (due to the risk of the attachment containing viruses or other harmful programmes)
- I will not install or attempt to install programmes or apps, without my teachers’ permission.
- I will not alter computer or I-Pad settings without my teachers’ permission.
- I understand that St Catherine’s will follow the behaviour policy if I am involved in incidents of inappropriate behaviour, that are covered in this agreement, when I am inside and out of school and where they involve my membership of the school community (examples would be cyber-bullying, use of images or personal information).

I have read and understand these rules and agree to them.

Signed: *Date:*

Name:

Class:

Tracking

DfE Stat Policy	Best Practice	Web	MyUSO	Signed by Staff	Version
-	✓	✓	-	-	1.0