

Hazelwood Junior School

Acceptable Use of Technology Agreement: KS2 Children

For my own personal safety:

- I will keep my passwords safe. I will not share them, nor will I try to use any other person's username and password.
- I am aware that some websites, social networks, games and APPs have age restrictions and I should respect this.
- I will only e-mail people I know, or a responsible adult has approved.
- I will be aware of "stranger danger", when I am communicating on-line.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information, including my school name, that could be used to identify me, my family or my friends, unless a trusted adult has given permission.
- I will never arrange to meet someone I have only ever previously met on the Internet or through a game, unless my parent/carer has given me permission and I take a responsible adult with me.
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it on-line and I will not live stream content.
- I know that not everything I see online is real and that some content is filtered or edited and I will think about why someone would do this.
- If content ever makes me feel sad or upset about myself, or I worry that I spend too much of my time online, I will speak to a trusted adult.
- If my parents feel that I need to bring my mobile phone to school, I will hand it in to the Class Teacher each morning.

I will act as I expect others to act towards me:

- I will only send or upload polite and sensible messages or images on the computer or my phone.
- I understand that nasty/hurtful messages would be considered as cyberbullying.
- I will not take or distribute images of anyone without their permission.
- I will only edit or delete my own files and not look at, or change, other people's files without their permission.
- I know that I am responsible for my own digital footprint and I will think carefully before I publish anything on the internet.

When using the internet for research:

- I will only use other people's writing, pictures, music or video if I know I have legal copyright permission.

Keeping our school system secure:

- I understand that the school will monitor my use of the ICT systems, email and other digital communications.
- I will not open an attachment, or download a file, unless I know and trust the person who has sent it.
- I will not attempt to visit Internet sites that I know to be banned by the school.
- I will only use the school's computers for schoolwork and homework.
- I will not bring files into school without permission or upload inappropriate material to my workspace.

