



## Aughton St. Michael's C. of E. School

### Acceptable Use Policy Agreement (Year 4 - Year 6)

#### Mission Statement

**A**chieving all we can to develop fully our hearts and minds.

**S**haring in a loving, caring, Christian community.

**M**aking sure everyone is valued.



I understand that while I am a member of Aughton St Michael's C.E, I must use technology in a responsible way.

#### **For my own personal safety:**

- I understand that my use of technology will be supervised and monitored.
- I will keep my password safe and will not use anyone else's (even with their permission)
- I will keep my own personal information safe as well as that of others.
- I will tell a trusted adult if anything makes me feel uncomfortable or upset when I see it online.
- I will be aware of stranger danger when communicating online.

#### **For the safety of others:**

- I will respect others' work and will not access, copy, remove or alter their files without permission.
- I will be polite and responsible when I communicate with others,
- I will not take or share images of anyone without their permission.

#### **For the safety of the group:**

- I will not try to open any hyperlinks in emails or attachments unless I know and trust the person/organisation who sent the email.
- I will not install or download any software on the computers unless I have permission.
- I will only use the school systems and devices for educational use and not use them for personal use unless I have permission.
- I will not deliberately bypass any systems designed to keep the group safer.
- I will tell a responsible person if I find any damage or faults with technology, however this may have happened.

#### **When using the internet for research:**

- When I am using the internet to find information, I should take care to check that the information that I access is accurate.
- I should ensure that I have permission to use the original work of others in my own work

I understand that I am responsible for my actions and the consequences both in and out of school. I have read and understood the above and agree to follow these guidelines:

Pupil Acceptable Use Agreement Form

This form relates to the pupil Acceptable Use Agreement, to which it is attached.

Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school systems.

I have read and understand the above and agree to follow these guidelines when:

- I use the school systems and devices (both in and out of school)
- I use my own equipment out of the school in a way that is related to me being a member of this school eg communicating with other members of the school.

Name of Pupil: .....

Group / Class: .....

Signed: .....

Date: .....

Parent / Carer Countersignature .....