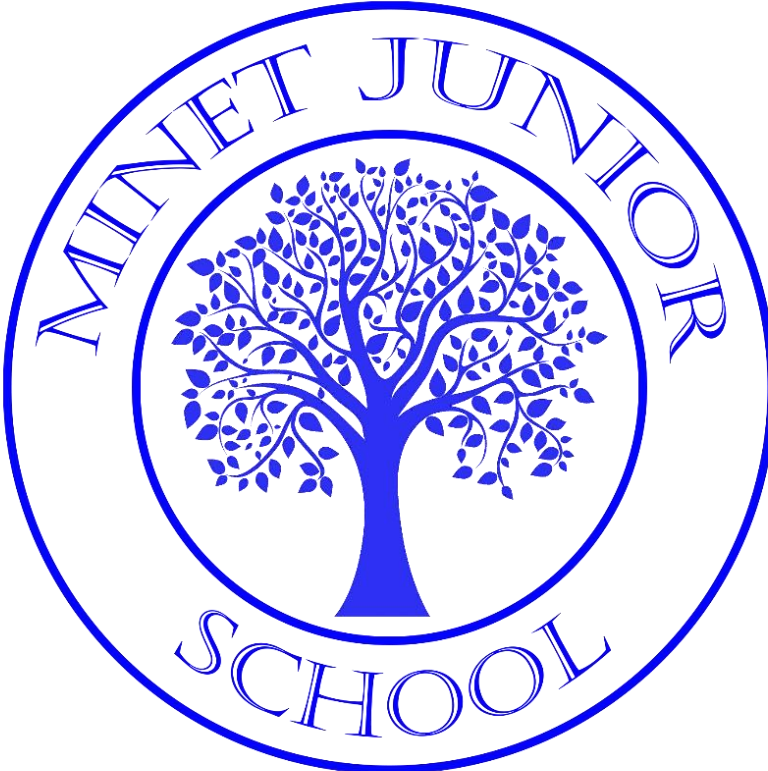# Children Acceptable Use Policy

Completed by Carole Perkins
September 2023

Safe
- I ask a grown up if I want to use the computer
- I make good choices on the computer
- On the internet I don't tell strangers my name or personal details
- I use kind words on the internet
- If I see something I don't like online I tell a grown up
- I only send messages which are polite and friendly
- I will only post pictures or videos on the internet if they are appropriate and if I have permission and will only do so with adult supervision
- I only talk with and open messages from people I know and I only click on links if I know they are safe I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to an adult

Trust
- I know that not everything or everyone online is honest or truthful and will check content on other sources like other websites, books or with a trusted adult
- I always credit the person or source that created any work, image or text I use

Responsible
- I always ask permission from an adult before using the internet
- I only use websites and search engines that my teacher has chosen
- I use school computers for school work, unless I have permission otherwise
- I will not use my own personal device whilst on school premises.
- I keep my personal information safe and private online
- I will keep my passwords safe and not share them with anyone
- I will not access or change other people's files or information
- I will only change the settings on the computer if a teacher/technician has allowed me to

Understand
- I understand that the school's internet filter is there to protect me, and I will not try to bypass it.
- I know that my use of school devices/computers and internet/email account can be monitored
- I have read and talked about these rules with my parents/carers
- I can visit www.thinkuknow.co.uk and www.childline.org.uk to learn more about keeping safe online
- I know that if I do not follow the school rules then:
  - Behaviour Sanctions will be followed

Tell
- If I am aware of anyone being unsafe with technology then I will report it to a teacher
- I always talk to an adult if I'm not sure about something or if something happens online that makes me feel worried or frightened

- If I see anything online that I shouldn't or that makes me feel worried or upset then I will minimise the page and tell an adult straight away.

All pupils at our school use computer facilities including internet access as an essential part of learning and fun in today's modern British Society. You will have the opportunity to access a wide range of information and communication technology (ICT) resources. This includes access to all Computers, laptops and other digital devices.
- Internet which may include search engines, social media and educational websites
- School learning platform/intranet
- Email
- Games consoles and other games based technologies
- Digital cameras, web cams and video cameras
- Recorders and Dictaphones
- Mobile Phones and Smartphone's

At Minet Junior School we recognise the essential and important contribution that technology plays in promoting your learning and development, both at school and at home. However we also recognise there are potential risks involved when using online technology. The school will take all reasonable precautions to ensure that you are as safe as possible when using school equipment and will work together with you and your family to help you stay safe online.

At Minet Junior School we want to ensure that all members of our community are safe and responsible uses of technology. We will support you to:
- Become empowered and responsible digital creators and users
- Use our school resources and technology safely, carefully and responsibly
- Be kind online and help us to create a school community that is respectful and caring, on and offline
- Be safe and be sensible online and always know that you can talk to a trusted adult if you need help

We request that you and your family read the school Acceptable Use Policy and return the attached slip.

Should you have any worries about online safety then you can speak with your class teacher. You can also access support via other websites such as www.thinkuknow.co.uk and www.childline.org.uk

We look forward to helping you become a positive and responsible digital citizen.