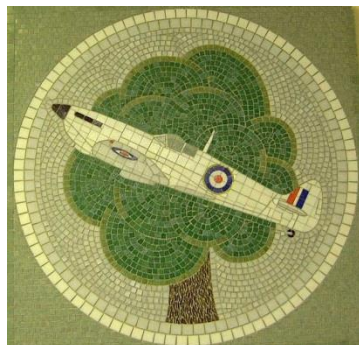


MEREWORTH COMMUNITY PRIMARY SCHOOL



Acceptable Use Policy

Date of Publication	January 2018
Person with Responsibility	SLT
Review Date	
Governing Body	Full Governing Body

Chair of Governors <i>Signature and Date</i>	
Head Teacher <i>Signature and Date</i>	

Mereworth Primary School

RATIONALE

Digital technologies have become integral to the lives of children and young people, both within schools and outside school. Mereworth Primary school believes that online safety (e-Safety) is an essential element of safeguarding children in the digital world, when using technology such as computers, mobile phones or games consoles. These technologies are powerful tools which open up new opportunities for learning and are an important part of everyday life. Children must be supported to be able to learn how to develop strategies to manage and respond to risk so they can be empowered to build resilience online both at school and at home.

Aims:

- That our pupils will be responsible users and stay safe while using the internet and other digital technologies for educational use within school.
- To ensure that children know how to stay safe online.
- To ensure that children are able to apply e-safety knowledge to all digit technologies in order to minimise risks at school and at home
- To ensure that pupils will have access to digital technologies to enhance their learning.
- To ensure that children are aware of the impact of their online conduct on both themselves and on the school.
- That the pupils know and agree to be responsible users.

Key responsibilities of the children and are:

- Reading the school Acceptable Use Policies (AUPs) for their Key Stage and adhering to them.
- Respecting the feelings and rights of others both on and offline.
- Knowing how to stay safe online.
- Knowing the risks involved with sharing personal information online.
- Understanding how the internet can support their learning.
- Seeking help from a trusted adult when needed.

KS1 Acceptable Use Policy:

This is how we stay safe when we use computers:

- I will ask a teacher if I want to use the computer.
- I will only use activities that a teacher has told or allowed me to use.
- I will take care of the computer and other equipment.
- I will ask for help from a teacher if I am not sure what to do or if I think I have done something wrong.
- I will click on Hector the dolphin if I want to close a web page quickly.
- I will tell a teacher if I see something that upsets me on the screen.
- I know that if I break the rules I may not be allowed to use a computer.

KS2 Acceptable Use Policy:

This is how we stay safe when we use computers:

- 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 my school computers for school work unless I have permission otherwise.
- I will keep my passwords safe and not share them with anyone.
- I know that my use of school devices/computers and Internet access will be monitored.
- I know that if I do not follow the rules then my parents will be spoken to I may not be allowed to use the school computers.
- 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.
- If I see anything online that I shouldn't or that makes me feel worried or upset then I will minimise the page quickly by clicking on Hector the dolphin.
- 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, for any reason I need to bring my mobile phone into school, I know that it is to be handed into the office and then collected at the end of the school day.

KS1 Acceptable Use Policy Poster:

Be

SAFE

Online

- 1** I only go online with a grown up
- 2** I am kind online
- 3** I keep information about me safe
- 4** I tell a grown up if something online makes me unhappy

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KS2 Acceptable Use Policy Poster:

30 Winner! You were safe online

29 I acted unsafely online!

28 I will not be unkind to anyone online.

27 I will keep information about me and my passwords secret.

26 I acted unsafely online!

25 I acted unsafely online!

24 I know that people online are strangers and they may not be who they say they are.

23 I acted unsafely online!

22 I acted unsafely online!

21 If someone asks me to meet them, I will always talk to an adult straight away.

20 I acted unsafely online!

19 I acted unsafely online!

18 I know there are laws that stop me copying online content.

17 I acted unsafely online!

16 I acted unsafely online!

15 I always talk to an adult if I see something online which worries me.

14 I know there are laws that stop me copying online content.

13 I acted unsafely online!

12 I acted unsafely online!

11 I know I must only open messages online that are safe. If I am unsure I will ask an adult first.

10 I acted unsafely online!

9 I acted unsafely online!

8 I know I must only open messages online that are safe. If I am unsure I will ask an adult first.

7 I acted unsafely online!

6 I always check if information online is true.

5 I acted unsafely online!

4 I ask an adult which websites I can look at or use.

3 I acted unsafely online!

2 I acted unsafely online!

1 Online

STAY SAFE Online

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