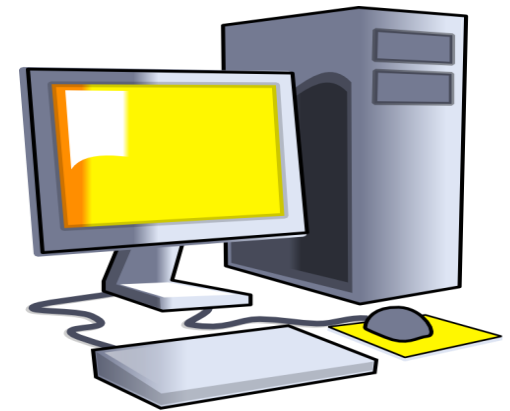




Digital Technology Acceptable Use



Please sign and return the
form overleaf.

Thank you

**Parent and Child
Information**

Key Stage 2

Digital Technology Acceptable Use Guidelines



The internet, e-mail, mobile technology and social networks are a daily reality of modern life and can add great value to what children learn at school. With the benefits, however, come risks and also responsibilities.

Our '**Digital Technology Acceptable Use Guidelines**' set out our expectations for how all digital technologies are used in school. This includes e-mail, internet, software, equipment and systems. The guidelines are referred to regularly with the children and must be agreed to by both parents and children before children can access our technology or the school network. Please read and talk about the guidelines with your

child and then sign and return the slip to confirm that you agree to follow them. If you have any concerns or would like some clarification, please contact your Mr Darby.



Acceptable Use Agreement

We have read and talked about the **Digital Technology Acceptable Use Guidelines for Key Stage 2**

We consent to the my child using digital technologies (including email, internet, intranet, network resources), while at school.

We agree to follow the guidelines to ensure the safe use of technology and the internet at Grendon Primary School.

Grendon Primary School: Key Stage 2 Digital Technology Acceptable Use Guidelines

Children

- I will look after the ICT equipment in school, not download or install software onto the school network, will log on using my own details and log off or shut down when finished.
- I will not bring my own personal devices into school, unless I am in Year 6 and have handed my phone in to the office if I need it for my journey to and from school.
- I will not access someone else's account or look at other people's files or documents and will not share my passwords with anybody.
- I will only use school technology for learning and when an adult has told me that I can.
- I will respect any age restrictions on websites, apps and games.
- I will use a school e-mail address when sending or receiving e-mails at school and never open attachments or follow links without an adult telling me to.
- I will never give out my personal details (name, address, phone number) online unless my parent or teacher tells me it is ok
- I will not open icons or links unless an adult has told me to.
- When I communicate online I will be polite and responsible and I will not send any content (images, sound, video or text) that could upset or offend someone else.
- If I receive anything that is not polite or is unpleasant, or makes me uncomfortable, upset or worried, I will tell an adult immediately.
- I know that school will monitor what I have looked at on the internet.
- If I am working remotely at home I agree to follow the school's code of conduct.



Parents

- I will support the school guidelines for the acceptable use of school technologies.
- I recognise that while school takes every reasonable precaution to keep children safe and to protect them from accessing inappropriate materials, they cannot be held responsible for the nature and content accessed through the internet.
- I recognise that school is able to track and monitor my child's files and internet history and that I will be contacted if there are any concerns about usage and online safety.
- I will monitor my child's use of technology at home, ensure age guidance is followed and report any concerns to school.
- I can also use CEOPS to report a concern, call the NSPCC on 0808 800 5000, or call the police directly if you feel a crime has been committed.
- I will ensure that the school's code of conduct is followed if my child is working remotely away from school.

I may take photos or videos at school events, unless I am asked not to, but will never share through any media any image of children other than my own.

Child's Name and Class

Child's signature

Parent's / Carer's signature