



Pupil Acceptable Use Agreement / e-Safety rules

- ✓ I will only use IT in school for school purposes.
- ✓ I will not tell other people my IT passwords.
- ✓ I will only open/delete my own files.
- ✓ I will make sure that all IT contact with other children and adults is responsible, polite and sensible.
- ✓ I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately.
- ✓ I will not give out my own details such as my name, phone number or home address. I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.
- ✓ I will only use my class email address or my own school email address when emailing.
- ✓ I will only open email attachments from people I know, or who my teacher has approved.
- ✓ I will be responsible for my behaviour when using IT because I know that these rules are to keep me safe.
- ✓ I will support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset any member of the school community.
- ✓ I know that my use of IT can be checked and that my parent/ carer will be contacted if a member of school staff is concerned about my e-Safety.
- ✓ I will speak to a member of staff if I am unsure of my e-Safety or this agreement.



Dear Parent/ Carer

IT including the internet, email and mobile technologies is an important part of learning in our school. We expect all children to be safe and responsible when using any IT equipment.

Please read and discuss these e-Safety rules with your child and return the slip at the bottom of this page. We appreciate that not all children will fully understand all the agreements, as they will not have experienced some aspects of IT yet due to their age but we hope that you will be able to support and explain a general approach to safety when using IT equipment.

We have also included the expectations of sharing images taken at school. This applies to all members of families. It is important for us to safeguard our children at all times.

Thank you for your support.



Madley Brook e-Safety rules

Child's Name: _____

Class: _____

We have discussed this and my child agrees to follow the e-Safety rules and to support the safe use of IT at Madley Brook CP School.

I/we will not store or distribute any images taken at school, which include any other child(ren) than my/our own.

Signed: _____

Print Name: _____

January 2018