



Tuesday 13th October 2015

E-Safety Acceptable Use Rules

Dear Parent/Persons with Parental Responsibility,

As part of an enriched curriculum your child will at times be accessing the Internet, E-mail and school website.

In order to support the school in educating your child about e-Safety (safe use of the Internet), please read the following Acceptable Use Rules with your child then sign and return the slip.

You can keep the rules to display in your home setting next to your home computer to encourage safe internet browsing. These rules provide an opportunity for further conversations between you and your child about safe and appropriate use of the Internet and other on-line tools (e.g. mobile phone), both within and beyond school (e.g. at a friend's house or at home).

Please return the Acceptable Use Rules Agreement to the school office by Friday 23rd October 2015.

Should you wish to discuss the matter further please contact the Principal or Vice Principal.

Yours faithfully

Miss K Crowley
Vice Principal

Miss T Cotter
Principal



E-Safety Acceptable Use Rules Agreement

New technologies have become integral to the lives of children and young people in today's society, both within schools and in their lives outside school. The internet and other digital information and communication technologies are powerful tools, which open up new opportunities for everyone. These technologies can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times.

These Acceptable Use Rules are intended to ensure:

- that young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
- that school ICT systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.

The school will try to ensure that *pupils* will have good access to ICT to enhance their learning and will, in return, expect the *pupils* to agree to be responsible users.

Child Agreement

Name: _____ Class: _____

- I understand the Rules for using the Internet, E-mail and on-line tools, safely and responsibly.
- I know that the adults working with me at school will help me to stay safe and check that I am using the computers to help me with my work.

Child Signature: _____ Date: _____

Parent/Carer Agreement

- I have read and discussed the Rules with my child and confirm that he/she has understood what the Rules mean.
- I understand that the school will use appropriate filtering and ensure appropriate supervision when using the Internet, E-mail and on-line tools. I understand that occasionally, inappropriate materials may be accessed and accept that the school will endeavour to deal with any incident that may arise, according to policy.
- I understand that whilst my child is using the Internet and other on-line tools outside of school, that it is my responsibility to ensure safe and responsible use with the support of the school.

Parent/Carer Signature: _____ Date: _____

Early Years and Key Stage 1

Pupil Acceptable Use Rules

These are our rules for using the Internet safely.

Our Internet and E-mail Rules

- We use the Internet safely to help us learn.
- We learn how to use the Internet.
- We can send and open messages with an adult.
- We can write polite and friendly e-mails or messages to people that we know.
- We only tell people our first name, or we use a 'made-up' name.
- We learn to keep our password a secret.
- We know who to ask for help.
- If we see something we do not like or understand we know what to do.
- We know that it is important to follow the rules.
- We are able to look after each other by using our safe Internet.
- We can go to www.thinkuknow.co.uk and www.kidsmart.org.uk for help.

Our e-safety motto:

'Before you click, click click, you must think, think, think and tell someone.'

Key Stage 2

Pupil Acceptable Use Rules

These are our rules for using the Internet safely and responsibly.

Our On-line Rules

- We use the Internet to help us learn and we will learn how to use the Internet safely and responsibly.
- We send e-mails and messages that are polite and friendly.
- We will only e-mail, chat to or video-conference people an adult has approved.
- We never give out passwords or personal information (like our surname, address or phone number).
- We never post photographs or video clips without permission and never include names with photographs.
- If we need help we know who to ask.
- If we see anything on the Internet or in an e-mail that makes us uncomfortable, we know what to do.
- If we receive a message sent by someone we don't know we know what to do.
- We know we should follow the rules as part of the agreement with our parent/carer.
- We are able to look after each other by using our safe Internet in a responsible way.
- We know that we can go to www.thinkuknow.co.uk or www.kidsmart.org.uk for help.

Our e-safety motto:

'Before you click, click click, you must think, think, think and tell someone.'