

ALDER COPPICE PRIMARY SCHOOL

Achievement through Commitment

Rules for Responsible Internet Use for Pupils

The School has installed computers and provided Internet access to help our learning. I understand that the School may check my computer files and may monitor any Internet sites I visit.

If I don't follow these rules, I understand that my parent or carer may be contacted, and I may not be allowed to use the School internet and technology.

These rules will keep everyone safe and help us to be fair to others.

I agree that:

- ☐ I will not share any of my passwords with anyone, or use another person's password. If I find out someone else's password, I will tell that person and a teacher so they can change it.
- ☐ I will use the technology at school for learning. I will use the equipment properly and not interfere, change or delete someone else's work.
- ☐ I will only e-mail people I know, or that my teacher has approved.
- ☐ If I attach a file to an email, it will not include any inappropriate materials (something I would not want my teacher to see or read).
- ☐ I will be respectful in how I talk to and work with others online and never write or participate in online bullying. If anyone sends me a message I do not like or feel uncomfortable about I will show it to my teacher or suitable adult.
- ☐ I will report any unpleasant material or messages sent to me. I understand my report would be confidential and would help protect other pupils and myself.
- ☐ I will not download any programs or games on to the School computers, iPads or laptops unless I have permission to do so.
- ☐ I will not make audio or video recordings of another pupil or teacher without their permission.
- ☐ When using sites on the Internet, I will not give my name, home address, telephone/mobile number, pretend to be someone else or arrange to meet someone I do not know, unless my parent, carer or teacher has given permission.
- ☐ I will think carefully about what I read on the Internet, question if it is from a reliable source and use the information to help me answer any questions (I should not copy and paste the information and say it's my own work).
- ☐ I know anything I do on the computer may be seen by someone else.

Signed:

PRINT NAME:

Date:

