



## Federation of Holy Trinity Church of England Schools

### Acceptable Use Policy for Junior Pupils



#### Acceptable use of the school's computing and technology equipment and online services

Name:

Class:

*When using computing equipment in school, I will:*

- Use computers, the internet and any technology equipment that I am given to support my learning responsibly and in the way that the adults in school ask me
- Seek permission from an adult to use school equipment or access the internet
- Access websites that have been shared with me by an adult in school and that I have been told are safe
- Only use school systems to communicate safely online e.g. TEAMS, Google Classroom
- Always communicate respectfully
- Seek the permission of an adult to search for and add images to anything I create
- Always look after my own computer and online safety by creating strong passwords and keeping them safe. I will only share my password with my parents.

*When using computing equipment in school, I will not:*

- Use it for a non-educational purpose
- Use it without a teacher being present, or without a teacher's permission
- Access any inappropriate websites
- Access social networking sites or chat rooms
- Use any inappropriate language when communicating online or when using technology in school
- Share any images, videos or livestreams, even if I have the consent of the person or people in the photo
- Share my password with others or log in to the school's network using someone else's details
- Bring or use any personal devices from home e.g. smart phones and watches.

*I understand that the school will monitor the websites I visit and my use of the school's facilities and systems.*

*I will immediately let a member of staff know if I find any material which might upset, distress or harm me or others.*

*I understand that school will speak with my parents if I do unacceptable things online, even if I'm not in school when I do them.*

Signed (pupil):

Date: