



Acceptable Use Agreement for Key Stage One Pupils

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



Name	Class
When I use the school's ICT (like computers and equipment) and when I go on the internet, I will: - ask an adult first and make sure an adult is in the room with me - keep my passwords safe and not tell anyone except my teacher or parents - only send messages using the school's systems like TEAMS or Google Classroom, or systems that an adult in school tells me are safe - be kind and respectful when working on the computers and sending messages - never use mean or rude words when talking to other people using computers or other devices - tell an adult in school immediately if I see something that I don't like, I know is wrong, or anything that makes me feel sad - not open any attachments in emails, or click any links in emails, without checking with an adult first - not share any photos or videos of people (including me) online - carefully follow the instructions I am given by the adults in school - only use the internet to search for things I have been told to look for and that I have been told are safe - not use social media or social networking sites at school, because they are not meant for children and can be unsafe. I will tell an adult straight away if I see social media on a school device or if someone asks me to use it - not use artificial intelligence (AI) chatbots, such as ChatGPT or Google Bard, to create images or write for me.	
I know... - I am responsible for making the right choices with technology, which will make it a useful and enjoyable tool for everyone - it is not safe to talk to people I don't know online and that I mustn't tell people my personal information like my name or where I live - school will speak with my parents if I make the wrong choices whilst using technology - to tell a teacher or a member of staff immediately if I find anything on a school computer or online that upsets me, or that I know is unkind or wrong - school will check the websites I visit and how I use the school's computers and equipment. This is so that they can help keep me safe and make sure I'm following safety rules.	
I understand and follow these steps so that I learn as much as I can while using technology in school and I keep myself and others safe.	
Signed (pupil):	Date:
Parent/carer agreement: I accept my child can use the school's ICT systems and internet, appropriately supervised by a member of school staff. I understand the school has a filtering system to block inappropriate websites. I accept the conditions set out above for pupils using the school's ICT systems and internet.	
Signed (parent):	Date: