



# KS2 Pupil Acceptable Use Agreement

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



## Password Safety

I will keep my logins and passwords secret.

## Website Safety

I am aware that some websites and social networks have age restrictions and I should respect this.

I will not attempt to visit Internet sites that I know to be banned by the school.

## Equipment Safety

I will take care of all the ICT equipment that I use in school and will report any damage or loss straight away.

I am aware that school can monitor and record my work while on the Department of Education's network.

I am aware that the Department of Education ICT devices can be tracked if lost.

## Email Safety

I will only e-mail people I know, or a responsible adult has approved.

The messages I send, or information I upload, will always be polite and sensible.

I will not open an attachment, or download a file, unless I know and trust the person who has sent it.



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## Personal Information Safety

I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission.

I will never pass on the personal details of another person that could be used to identify them, without their permission.

I will never arrange to meet someone I have only ever previously met on the Internet, unless my parent/carer has given me permission and I take a responsible adult with me.

If something doesn't seem right - tell someone!

If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it but I will show a teacher / responsible adult.

**I have read and understand these rules and agree to them.**

Signed:  
Date: