



## Acceptable Internet Use Agreement for pupils

At St Leonard's Lower School, we know that using technology is an important part of your learning experience. We want everyone to be able to use technology, like the internet, laptops and ipads, but it is important that you are safe when you are using technology.

This agreement will set out the rules around using technology when you are at school, and at home.

Please read this document carefully and go through it with your parent. Once you are sure that you understand the rules set out in the agreement, please ask your parent to confirm this on 'parent portal'

If you have any questions about anything in this agreement, speak to your teacher.

I will:

- Make sure I understand what I can do to keep my information safe when using technology – I will speak to my teacher and my parents if I have any questions.

I will not:

- Try to get around any security measures the school has put in place on the internet or school-owned devices (computer, laptops, ipads).
- Share any of my passwords with other people.

## Using technology in school

I will:

- Only use technology and devices that I have been given permission to use.
- Only access websites, apps and other online platforms that I have been given permission to use.
- Only use the school's technology and devices to complete schoolwork.
- Only go on the internet when a teacher is supervising me.

I will not:

- Download any software onto school ICT systems unless I have been told to do so by a member of school staff.
- Search for, view, download, upload or send anything inappropriate when using the internet.

## School-owned devices

I will:

- Only use school-owned devices to carry out my schoolwork.
- Only use websites and apps that a member of staff has said I can use.
- Understand that the school will monitor how I use school-owned devices.

- Take care of school-owned devices when I am using them.
- Tell a member of staff if a school-owned device is damaged or lost when I am using it.
- Tell a member of staff if I think something has happened that I am unsure or worried about.

I will not:

- Use school-owned devices to send inappropriate messages, images, videos or other content.
- Use school-owned devices to view, store, download or share any inappropriate, harmful or illegal content.
- Use school-owned devices to go on social media or gaming accounts.

### **Personal devices**

I will not:

- Bring any personal devices to school and use these on school site unless given permission to do so by my teacher/headteacher.

I will:

- Understand that if my personal devices are lost, damaged or stolen, it is not up to the school to pay for any costs.

### **Social media**

I will not:

- Send any unkind or inappropriate messages online.
- Bully anyone online.