

## Student Acceptable Use Agreement

1. I will only use ICT systems in school, including the internet, email, digital video, and mobile technologies for school purposes
2. I will not download or install software on school technologies
3. I will only log on to the school network, other systems and resources with my own user name and password
4. I will follow the school's ICT security system and not reveal my passwords to anyone and change them regularly.
5. I will only use my school email address
6. I will make sure that all ICT communications with students, teachers or others is responsible and sensible
7. I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use
8. I will not browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher
9. I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher
10. I am aware that when I take images of students and / or staff, that I must only store and use these for school purposes in line with school policy and must never distribute these outside the school network without the permission of all parties involved. This includes school breaks and all occasions when I am in school uniform or when otherwise representing the school
11. I will ensure that my online activity, both in school and outside school, will not cause my school, the staff, students or others distress or bring the school community into disrepute, including through uploads of images, video, sounds or texts
12. I will support the school approach to online safety and not upload or add any images, video, sounds or text that could upset any member of the school community
13. I will respect the privacy and ownership of others' work on-line at all times
14. I will not attempt to bypass the internet filtering system
15. I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers
16. I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/carer may be contacted
17. I will not bring a Smart Watch to school because I am not permitted to wear one during the school day
18. I will not sign up to online services until I am old enough to do so

Dear Parent / Carer

ICT including the internet, email, mobile technologies and online resources have become an important part of learning in our school. We expect all students to be safe and responsible when using any ICT. It is essential that students are aware of eSafety and know how to stay safe when using any ICT.

Students are expected to read and discuss this agreement with their parent / carer and then to sign and follow the terms of the agreement. Any concerns or explanation can be discussed with the Deputy Headteacher.

Please return the bottom section of this form, which will be kept on record at the school.

✂ .....

**Parent / Carer Signature**

We have discussed this document with ..... (child's name) and we agree to follow the eSafety rules and to support the safe use of ICT at The Priory School.

Parent/ Carer Signature .....

Student Signature .....

Form ..... Date .....