

Appendix E



FOXHILL PRIMARY SCHOOL AND FOX CLUB



KS1 Acceptable User Policy (AUP) for ICT Equipment and the Internet

These are the rules for using ICT equipment at school. The rules help keep you safe.

I will follow these rules to keep me safe

USING ICT EQUIPMENT IN SCHOOL

- I will not damage any school-owned ICT equipment.
- I will not eat or drink while using school-owned ICT equipment.
- I will only use the school's computers for my school work or homework.
- I will only log on as myself or class and open my own files.
- I will only use school-owned equipment to create pictures, video and sound.
- I will not photograph or record people without asking permission.

INTERNET

- I will only use the internet when an adult says I can.

E-SAFETY / ANTI CYBER-BULLYING

- I will not bring a phone or mobile device to school.
- I will turn off the monitor (screen) if I see something that I feel uncomfortable with or upsets me; then I will tell my teacher straight away.
- I will not say nasty or hurtful things about any member of staff or pupil online.
- I will not try to open any websites that the school has blocked access to, or try to search or save anything that is unpleasant.
- I will not give away my personal details (full name, age, birthday, school, address etc.) or the personal details of other users in school, over the internet. This includes photographs or images of me, other pupils or members of staff.
- I know that my use of ICT can be checked and that my parent/carers will be contacted if a member of school staff is concerned for my safety.



Rules to be kept by parents at home

Copies will be displayed in school in the classroom and the ICT Suite

KS1 ACCEPTABLE USER POLICY AGREEMENT

I agree to follow the rules set out in this AUP.

I know that if I break any of these rules my parent/carers may be told.

Pupil Name

Signed

Date

I confirm that I have discussed these rules with my child and they understand.

Signed by Parent