



Dream Believe Achieve

## Whittlefield Primary School Acceptable Use Policy (Pupil) 2020-2021

The computer systems owned by the school are made available to staff and pupils to support and enhance education.

Please note that, unless parents specifically inform us otherwise, we assume all pupils have permission to use the internet.

Whittlefield School will endeavour, wherever possible, to provide a safe and secure environment for its users. However, please be aware that we cannot guarantee complete safety from inappropriate material. The responsibility must also lie with each individual to use ICT in a safe, sensible and responsible way. It is expected that pupils will agree to:

Use only their personal login, passwords and user names and keep these secret.
Never access technology using someone else's login, password or username.
Never purposefully access or distribute material which may be considered offensive to others (this includes, racist, abusive, indecent material).
Close down any offensive material and report it immediately to the teacher.
Not waste lesson time playing non-educational games or accessing sites other than those they have been directed to using the school website or specific web address.
Not download material, including games, without permission from the teacher.
Never enter my address, telephone number or any other personal information on the internet.
Never enter anyone else's, including the school's, personal information on the internet.
Never access the internet through means other than computers whilst in school e.g. DS, Wii, mobile phone.
Be polite, respectful and friendly to those contacted through digital technology
Never access other people's work through the server unless given permission.
Report any unpleasant messages sent to me or accessed by me accidentally. This report would be confidential.
Never use technology in a way which would be damaging to the school, or staffs', reputation. This includes making comments about the school and staff outside of school premises using technology.

I understand that violating any of the above could result in my temporarily being unable to use school technology and in severe cases could result in temporary, or permanent, exclusion. In extreme cases, the police will be informed and criminal prosecution may follow.