



Fernhurst Primary School Pupil Acceptable Use Policy

All pupils must follow the rules in this policy when using school computers and tablets or accessing school related content via the school website from home.

Pupils that do not follow these rules may be subject to the following sanctions:

☒ They will not be allowed to use the computers. (This sanction will be time related).

OR

☒ They can only use the computers if they are under the close supervision of an adult.

Teachers will show pupils how to use the computers.

Computer Rules:

- 1 I will only use polite language when using the computers.
- 2 I must not write anything that might: upset someone or give the school a bad name.
- 3 I know that my teacher will regularly check what I have done on the school computers.
- 4 I know that if my teacher thinks I may have been breaking the rules they will check on how I have used the computers before.
- 5 I must not tell anyone my name, where I live, or my telephone number - over the Internet.
- 6 I must not tell any usernames and passwords to anyone else but my parents and teacher.
- 7 I must never use other people's usernames and passwords or computers left logged in by them.
- 8 If I think someone has learned my password then I will tell my teacher.
- 9 If I am logged on to a website or computer profile must log off after I have finished with my computer.
- 10 I know that e-mail is not guaranteed to be private. I must not send unnamed e-mails.
- 11 I must not use the computers or tablets in any way that stops other people using them.
- 12 I will report any websites that make me feel uncomfortable to any adult in the school as soon as I am able.

UNACCEPTABLE USE

Examples of unacceptable use include, but are not limited to:

- Using a computer with another person's username and password.
- Creating or sending on the Internet any messages that might upset other people.
- Looking at, or changing work that belongs to other people.
- Wasting time or resources on school computers.
- Attempting to access inappropriate content (not approved by the school) on the Internet on school computers or tablets.

Pupil User Agreement Form for the Pupil Acceptable Use Policy

I agree to follow the school rules when using the school computers. I will use the network in a sensible way and follow all the rules explained by my teacher.

I will tell a teacher if I see anyone not using the computers sensibly. I also agree to tell my teacher or another member of staff if I see any websites that make me feel unhappy or uncomfortable.

If I do not follow the rules, I understand that this may mean I might not be able to use the computers or tablets.

Name: _____

Parent/Carers/Guardians

I realise that any pupil not following these rules when using (or misusing) the computers may have their use stopped, more closely monitored or past use investigated.

Parent/Carers/Guardians Name: _____

Parent/Carers/Guardians Signature: _____ Date: __/__/____

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