



St. Mary's CE Primary School, Davyhulme



Acceptable Use for Digital Technology Policy

Introduction

As part of the children's curriculum and the development of computing skills, St Mary's CE Primary School provides supervised access to the Internet. We believe that the use of the World Wide Web and e-mail is worthwhile and an essential skills for children as they grow up in the modern world.

Our school internet provider operates a filtering system that restricts access to inappropriate materials. Online safety education is embedded throughout our computing curriculum for all children, in line with the National Curriculum.

Pupils will sign a class agreement which will include responsible internet use, with a focus on the following points:

Key Stage 1 and EYFS

This is how I stay safe when I use computers:

I will ask a teacher if I want to use the computers.

I will only use activities that a teacher has told or allowed me to use.

I will take care of the computer and other equipment.

I will ask for help from a teacher if I am not sure what to do or if I think I have done something wrong.

I will tell a teacher if I see something that upsets me on the screen.

I know that if I break the rules I might not be allowed to use a computer.

Key Stage 2

These are the rules I agree to follow when using any digital technology:

I will ask permission from a teacher before using ICT equipment and will use only my own login and password.

If I see anything I am unhappy with or receive messages I do not like, I will immediately close the page and tell a teacher or adult.

I will not open or delete other people's files or send pictures of anyone without their permission.

I will not upload anything to the school computers or change the setting on the computer I am working on.

I will not sign up on social networking sites such as Facebook, WhatsApp, Instagram, Snapchat or TikTok as these all have an age restriction of 13 year old.

I will not bring devices or memory sticks into school unless I have permission and they have been checked to ensure that they are virus free.

I will only e-mail people I know, or that my parent/carer/teacher has approved and the messages I will be polite and sensible. I will not give my home address or phone number, or arrange to meet someone I have met online.

When I am using the Internet to find information, I will check that they information is accurate as I understand that the work of others may not be truthful.

I will not use my mobile phone in school for any reason. If I do bring my phone to school with me I will leave it in the school office.

I understand that the school may check my computer files and may monitor the Internet sites I visit.

If I am involved in incidents of inappropriate behaviour that involve members of the school community (e.g. cyber-bullying, using images/information without permission), the school will take action according to the Behaviour Policy.

I understand that if I do not follow these rules I may not be allowed to use ICT in school and my parents/carers may be contacted.