

Learner Acceptable Use Agreement for KS2

When I use devices, I must behave responsibly to help keep me and other users safe online and to look after the devices.

For my own personal safety:

- I understand that what I do online will be supervised and monitored and that I may not be allowed to use devices in school unless I follow these rules and use them responsibly
- I will only visit internet sites that adults have told me are safe to visit
- I will keep my username and password safe and secure and not share it with anyone else
- I will be aware of "stranger danger" when I am online
- I will not share personal information about myself or others when online
- If I arrange to meet people off-line that I have communicated with online, I will do so in a public place and take a trusted adult with me
- I will immediately tell an adult if I see anything that makes me feel uncomfortable when I see it online.
- I understand that if something online has upset me, I should report this to adults that I trust. I can speak to my teachers or parents directly, or use the class 'tell me box' to share my worries.

I will look after the devices I use, so that the school and everyone there can be safe:

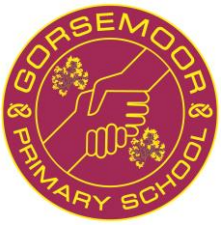
- I will handle all the devices carefully and only use them if I have permission.
- I will not try to alter the settings on any devices or try to install any software or programmes.
- I will tell an adult if a device is damaged or if anything else goes wrong.
- I will only use the devices to do things that I am allowed to do.

I will think about how my behaviour online might affect other people:

- I understand what online bullying is and when I am online, I will act as I expect others to act toward me.
- I will be polite and responsible when I communicate with others and I appreciate that others may have different opinions to me.
- I will not copy anyone else's work or files without their permission.
- I will not take or share images of anyone without their permission.
- I understand that any circumstances of online bullying will be dealt with using the schools' anti-bullying policy.

I know that there are other rules that I need to follow:

- I will not use my own personal devices (mobile phones/USB devices etc.) in the school unless I have permission from a teacher. If I am allowed, I still have to follow all the other school rules if I use them.
- Where work is protected by copyright, I will not try to download copies (including music and videos).
- When I am using the internet to find information, I should take care to check that the information is accurate, as I understand that the work of others may not be truthful and may be a deliberate attempt to mislead me.
- I should have permission if I use the original work of others in my own work.



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I understand that I am responsible for my actions, both in and out of school:

- I know that I am expected to follow these rules in school and that I should behave in the same way when out of school as well.
- I understand that if I do not follow these rules, I may be subject to loss of access to the school network/internet, suspensions, parents/carers contacted and in the event of illegal activities involvement of the police.
- I know that reporting is one way to stand up against unacceptable online behaviours. I understand that reporting harmful behaviour can create a more positive culture with clear expectations about what is okay and not okay. When reporting a concern, I will consider:
 - Who I can tell
 - What actions I can take
 - When I should do it
 - Where I can do it
 - Why I should do it

Learner Acceptable Use Agreement Form

Please complete the sections below to show that you have read, understood and agree to the rules included in the acceptable use agreement. If you do not sign and return this agreement, access will not be granted to school systems.

I have read and understand the above and agree to follow these guidelines when:

- I use the school systems and devices (both in and out of school)
- I use my own devices in the school (when allowed) e.g. mobile phones, gaming devices USB devices, cameras etc.
- I am out of school and involved in any online behaviour that might affect the school or other members of the school.

Name of Learner: Class:.....

Signed: Date: