

**Learner Acceptable Use Policy**

**Key Stage 2 (7-11)**

**Safe**

* I only send messages which are polite and friendly.
* I will only post pictures or videos on the internet if they are appropriate, and if I have permission.
* I only talk with and open messages from people I know, and I only click on links if I know they are safe.
* I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to an adult.

**Trust**

* I know that not everything or everyone online is honest or truthful.
* I will check content on other sources like other websites, books or with a trusted adult.
* I always credit the person or source that created any work, image or text I use.

**Responsible**

* I should always use school tablets in the way that I am told by an adult in school. When I am saving work at school I must use the file name given by an adult.
* I always ask permission from an adult before using the internet.
* I only use websites and search engines that my teacher has chosen.
* I use New Ash Green Primary School computers for school work, unless I have permission otherwise.
* I keep my personal information safe and private online.
* I will keep my passwords safe and not share them with anyone.
* I will not access or change other people’s files or information.

**Understand**

* I understand that the New Ash Green Primary School internet filter is there to protect me, and I will not try to bypass it.
* I know that my use of New Ash Green Primary School devices/computers and internet access will be monitored.
* I have read and talked about these rules with my parents/carers.
* I can visit [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) and [www.childline.org.uk](http://www.childline.org.uk) to learn more about being safe online.

**Tell**

* If I am aware of anyone being unsafe with technology, I will report it to a teacher or other adult.
* I always talk to an adult if I’m not sure about something or if something happens online that makes me feel worried or frightened.
* If I see anything online that I shouldn’t or that makes me feel worried or upset, then I will tell an adult straight away.

Signed:

Pupil (with Parent/carer permission) ……………………………….