



ICT Acceptable Use Policy for pupils **Our Charter of Online Behaviour**

All pupils in the school agree to follow this charter:

- I will** – only use the school ICT for schoolwork that the teacher has asked me to do.
- I will** – avoid looking for, or showing other people, things that may be upsetting.
- I will** – show respect for the work that other people have done.
- I will** – only use other people's work or pictures if I have permission to do so.
- I will** – treat the ICT equipment carefully and respectfully; if I accidentally damage something I will tell my teacher.
- I will** – only use my username to log on.
- I will** – keep my personal information private and not share it online with anyone.
- I will** – not download anything from the Internet unless my teacher has asked me to.
- I will** – let my teacher know if anybody asks me for personal information.
- I will** – let my teacher know if anybody says or does anything to me that is hurtful or upsets me.
- I will** – be respectful to everybody online; I will treat everybody the way that I want to be treated.
- I will** – practise online safety at all times, and will inform an adult if I see or hear anything upsetting online.
- I understand** – that some people on the Internet are not who they say they are, and some people can be nasty. I will tell my teacher if I am ever concerned in school, or tell my parents if I am at home.
- I understand** – that these rules are important for my safety and that I will only be allowed Internet access if I follow these.

Please note: All Internet and email activity in the school is subject to monitoring