



**Great and Little Shelford C E (A) Primary School,**  
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*We live and work in harmony with love for one another so we can achieve our potential within a community of life-long learners*

Headteacher: Mr. Chris Grey PGCE, MEd

## **Acceptable Use Policy for ICT – KS2**

I agree to the following rules:

- I will only use the school's ICT equipment and tools (including laptops, tablets, cameras and learning platforms such as TT Rockstars) for schoolwork and homework.
- I will only use the Internet if a teacher or teaching assistant is in the room with me.
- I will not trespass in others' folders, work or files.
- I will keep my passwords secret and tell my teacher if I think someone else knows them.
- I will make sure that all communication with other children and adults is responsible, polite and sensible.
- I will not give my own personal details such as surname, phone number or home address or any other personal details that could be used to identify me, my friends or my family. If I have to use an online name I will make one up!
- I will never post photographs or video clips of people I know without permission and never include names with photographs or videos.
- I will not deliberately look for, save or send anything that could be unpleasant or upsetting. If I find anything via Internet, e-mail or mobile phone that is upsetting or makes me feel uncomfortable, I will close down the screen and tell a teacher or a trusted adult immediately.
- I will be responsible for my behaviour because I know that these rules are there to keep me safe.

Abuse of the above rules will result in a temporary or permanent ban on internet use. When applicable, parents, police or local authorities may be involved.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

