



# St. Peter's Catholic Primary School

## Acceptable Use Policy for children in KS2

Technology is a great tool and St Peter's encourages its appropriate, effective and safe use. We have invested in technology to support children in becoming modern, global citizens.

All children in Key Stage 2 have access to their own Chromebook for use during the school day. These can also be taken home during periods of remote learning so that learning can continue. All children will be made aware of the rules around using their technology safely and appropriately.

### My Responsibilities

- I understand that I need to keep myself and others safe when using the Chromebooks, the internet and other technology (e.g. school i-pads, laptops and smart boards).
- I will tell a teacher about any worries or problems that I have and about anyone who is not following these rules.
- I will take care of my Chromebook and other equipment.
- I will not use other people's work or use images from the internet unless I have their permission to do so, or can credit the source. (I will learn about copywrite and what it means in class)

### Using Chromebooks in school and for Remote Learning:

- I will only use my Chromebook for schoolwork during school time.
- If I see something that worries or upsets me, I will close my Chromebook and tell a teacher, or an adult at home.
- I know that the Securely system will block unsuitable sites at school and at home. If I keep trying to access blocked sites, I may be 'frozen' and a teacher will need to reactivate my Chromebook.
- I understand that the teachers can see a record of all blocked sites and searches and they will talk to me and my parents if they are worried about what I am using my Chromebook for.
- If I take my Chromebook home for remote learning, I can use approved sites after the school day. I know that the teachers can see what I am doing on the Chromebook, even when I am at home.
- I will not tell anyone my login and password and will only login to my Chromebook or the school systems as myself.
- I will only edit or delete my own work. I will only make positive comments on Google Classroom and will treat it like a normal classroom.

### Online Communication and Cyberbullying

- I will learn about how to use technology and the internet safely in class. I will remember how to be safe online. I will use the Be Safe rules to help me.
- I understand that at St Peter's bullying in any form is not accepted. I know that I have to tell an adult about any incidents of bullying.
- I will be careful with all communications making sure that anything I write is not offensive to others and cannot be mistaken as bullying.
- I will not write anything that could be seen as insulting about our school

### Mobile Phones

- I know that if I have a mobile phone, I must get permission from my parents and the school before bringing it into school. I know that my phone is so that I can keep in touch on my journey to and from school and not for use in school.

### Sanctions

- I understand that the school will monitor my use of computers and other technology.



- I understand that the school may investigate incidents that happen outside school.

**My Parents/ Carers will:**

- Read and discuss these guidelines with me.
- Support the school if sanctions are required.

If you do not understand any part of this agreement, you should ask your teacher or parents to explain it to you.

**When you and your child have read this agreement, please then access the [General Permission and Information Form](#) which was sent to you via Parentmail in order to confirm your child's agreement.**

## **Our KS2 Be Safe Online Rules**

These rules will help to keep everyone safe. They were written by our School Council.

**B** – Bullies are the ones who look bad. Report any unkind messages to an adult and never, ever reply to them.

**E** – Everyone has the right to their own ideas and to enjoy learning about the wonderful differences in our world.

**S** – Safety first! Never give out personal information like your name, age, address, picture or phone number. Report anyone who asks you to give them this information.

**A** – Age is important! Some websites and social networks have age restrictions and are not suitable for anyone younger than this.

**F** - Feelings matter! Always be kind and respectful to people around you. Remember to treat others as you want to be treated. If you feel uncomfortable tell an adult.

**E** – Everyone has the right to privacy. Don't post any pictures of people unless you have asked them and their parents if it is ok first. Don't write about other people's personal conversations or problems.