

# Acceptable Use



- I will take care when using school IT equipment and will use it properly.
- I will take care when using online resources provided by school, such as School 360 and Google Classroom and will behave appropriately when using them.
- I will follow **SID's TOP TIPS** (KS1) or the **SMART** rules (KS2), which help to keep me safe.
- I will keep my password or login details safe and only share them with trusted adults.
- I will tell an adult if I see anything which upsets me.
- I will only send polite, relevant and sensible messages.
- I will not deliberately write anything which upsets other people.
- I will only take a photograph or video of someone if they say it is alright.
- I will not bring my own equipment, such as mobile phones\* or hand-held games consoles, into school.
- I understand that if I have a video call with a teacher or a teaching assistant from my school, I need to be fully and appropriately dressed, have an adult nearby and not be in my bedroom.
- **I understand that the school may talk to my parent or carer if they are worried about my use of school IT equipment.**
- **I understand that if I do not follow these rules, I may not be allowed to use the school computers or Internet for a period of time, even if it happens outside of school.**

*\*Children in upper KS2 may have a disclaimer signed to allow them to bring a mobile phone for their walk to and from school. If so, the mobile phone must be turned off and handed in before the start of the school day. It must not be used in the school grounds.*