## Appendix 1a – Acceptable Use Agreement pupil (version 1)

This is how we stay safe when we use computers:

* I will ask an adult if I want to use the computer
* I will only use activities if an adult says it is OK.
* I will take care of the computer and other equipment
* I will ask for help from an adult if I am not sure what to do or if I think I have done something wrong.
* I will turn off the monitor and tell an adult if I see something that upsets me on the screen.
* I know that if I break the rules I might not be allowed to use a computer.

I understand these computer rules and will do my best to keep them

|  |  |
| --- | --- |
| My name: |  |
| Signed (child): |  |
| OR Parent’s signature: |  |
| Date: |  |

## Appendix 1d - Acceptable Use Agreement and permission forms – parent / carer

Technology has transformed learning, entertainment and communication for individuals and for all organisations that work with young people. However, the use of technology can also bring risks. All users should have an entitlement to safe internet access at all times.

This Acceptable Use Agreement is intended to ensure that:

* Young people will be responsible users and stay safe while using ICT (especially the internet).
* School ICT systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
* Parents and carers are aware of the importance of e-safety and are involved in the education and guidance of young people with regard to their on-line behaviour.

The school will try to ensure that pupils will have good access to ICT to enhance their learning and will, in return, expect them to agree to be responsible users.

Parents are requested to sign the permission form below to show their support of the school in this important aspect of their work.

|  |  |
| --- | --- |
| Child’s name |  |
| Parent’s name and signature |  |
| Date: |  |

Permission for my child to use the internet and electronic communication

As the parent / carer of the above pupil(s), I give permission for my son / daughter to have access to the internet and to ICT systems at the school.

I know that my son / daughter has signed an Acceptable Use Agreement and has received, or will receive, e-safety education to help them understand the importance of safe and responsible use of ICT – both in and out of the school

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.

I understand that my son’s / daughter’s activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Agreement.

I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child’s e-safety.

|  |  |
| --- | --- |
| Parent’s signature: |  |
| Date: |  |