LEYS JUNIOR SCHOOL

Flowery Leys Lane
Alfreton
Derbyshire
DE55 7HA

ICT Acceptable Use Policy – Parental Agreement

Dear Parent/ Carer,

The use of ICT including the Internet, e-mail, learning platforms and today's mobile technologies are an integral element of learning in our school. In making this as successful and as beneficial as possible for all learners, we expect all pupils to act safely and responsibly when using technology both within, and outside of, the school environment.

The enclosed ICT Acceptable Use Policy forms part of the wider School eSafety Policy and in association with both the school's Behaviour Management Policy and Home-School Agreement, outlines those principles we expect our pupils to uphold for the benefit of both themselves and the wider school community. I would therefore ask that you please read and discuss the enclosed eSafety Acceptable Use Policy with your child and return the completed slip at the bottom of the page as soon as possible.

If you would like to find out more about eSafety for parents and carers, please visit the ThinkUKnow website at: www.thinkuknow.co.uk If you have any concerns or would like to discuss any aspect of eSafety, please contact the school office for further guidance.

Yours sincerely,

Mrs N. Way

ICT Acceptable Use Policy: Pupils

Agreement / eSafety Rules

- ✓ I will only use ICT in school for school purposes.
- ✓ I will only send e-mails to people I know and do so with respectful language and content.
- ✓ I will only open email attachments from people I know, or who my teacher has approved.
- ✓ I will not tell other people my ICT passwords.
- ✓ I will only open/delete my own files.
- ✓ I will make sure that all ICT contact with other children and adults is responsible, polite and sensible.
- ✓ I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately.
- ✓ I will not give out my own details such as my name, phone number or home address.
- ✓ I will not arrange to meet someone unless this is part of a school activity approved by my teacher and a responsible adult comes with me.
- ✓ I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- ✓ I know that my use of ICT can be checked and that my parent/ carer contacted if a member of school staff is concerned about my eSafety.