



The Abbey CE VA Primary School

Pupil Acceptable Use Agreement and eSafety Rules

- I will only use ICT in school for school purposes
- I will only use my class e-mail address or my own school e-mail address when e-mailing
- I will only open e-mail attachments from people I know, or approved by my teacher
- 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/others details such as name, phone number or home address. I will not arrange to meet someone or send my image unless this is part of a school project 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 will support the school rules to online safety and not deliberately upload or add any images, video, sounds or text that could upset any member of the school community
- I know that my use of ICT can be checked and my parent/carer contacted if a member of school staff is concerned about my safety
- I will not sign up for any online service unless this is an agreed part of a school project approved by my teacher

Pupil Signature Date

Dear Parent/ Carer

ICT including the internet, e-mail and mobile technologies has become an important part of learning in our school. We expect all children to be safe and responsible when using any ICT. Whilst not everything may be relevant to your child at this moment in time, it will be as your child moves through the school. Please read and discuss these eSafety rules with your child and keep this document at home for reference. If you have any concerns or would like some explanation please contact the Headteacher. This document forms part of the Herts County model eSafety policy, which can be found on our school website along with our mobile phone agreement and home school agreement. Please take care to ensure that appropriate systems are in place at home to protect and support your child/ren.

Parent/ carer signature

We have discussed this document with(child name) and we agree to follow the eSafety rules and to support the safe use of ICT at The Abbey CE VA Primary School.

Parent/Carer Signature Date