



HRB Acceptable Use (Pupils)

This policy is designed to ensure that all users of technology in school do so safely and with due regard to other users. The aim is to protect pupils (and staff) from the dangers that arise from technology, including any misuse of equipment, and will increase the chance of acceptable use taking place. It will be one way to enable our focus on 'building loving hearts and strong minds' in every member of our community to be realised.

Head Teacher: Marie Dyche

Released on: 14 Jun 2021

Acceptable Use Policy for Pupils

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Expectations of pupils:

I will take care when using the school IT equipment and use it responsibly.

I will keep my passwords private unless I need to share them with a trusted adult.

I will inform an adult if I see or receive any unpleasant text, images or messages.

I will not interfere with anyone else's passwords, settings or files on the computer.

I will be careful when downloading material from the internet or using material I have brought into school because I understand the risks from virus infections.

Any work I upload to the internet will be my own.

I know I need permission to take someone's photograph or to video them – if they don't want me to, I won't.

Any messages I post online, via social media or send in an email will be polite and responsible.

I will not send or forward messages or create material which is deliberately intended to upset other people.

I know I must take care about giving away my personal information and making contact with people I do not know when using the internet.

I understand that the school may check my use of IT and contact my parent/carer if they are concerned about my online safety.

I will go out of my way to protect myself and others when using IT – I will do this by reporting to CEOP, to online providers, speaking to adults and reporting incidents to trusted adults.

I understand that if I do not follow these rules I may not be allowed to use the school computers or access the internet for a period of time and that this may happen even if the activity was done outside school.

By attending the school and using the equipment –agreement is implied and deemed as understood.