



Merridale Primary School

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Our Ref: LT/JH

Date: Monday 10th October 2022

Dear Parents and Carers,

Acceptable Use Agreement for Pupils

Digital technologies have become integral to the lives of children and young people, both within and outside school. The easy availability of the internet and many other digital technologies, along with powerful tools such as mobile phones and games consoles, mean that new opportunities are opened up for everyone. These technologies can promote creativity, stimulate discussion and stimulate awareness of context to promote effective learning.

Young people should have an entitlement to safe access to the internet and digital technologies at all times. The enclosed Acceptable Use Agreement (below) is intended to ensure that:

- children will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use whilst at school.
- school 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 online safety and are involved in the education and guidance of children with regard to their online behaviour and the amount of time they spend online.

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

A copy of the pupil Acceptable Use Agreement is included below so that parents/carers are aware of the school's expectations of the children in our care. Our e-safety policy is available on request from the school office or on our school website. Please read the Acceptable Use Agreement through with your child.

If you have any questions or would like further information on online safety, please contact the school office.

Yours sincerely

Mrs L Towle
Headteacher

MERRIDALE PRIMARY SCHOOL ACCEPTABLE USE OF THE SCHOOL'S ICT EQUIPMENT, SYSTEMS AND INTERNET:

AGREEMENT FOR PUPILS

Name of pupil:

Year group:

When I use the school's ICT systems (IPads and laptops) and get onto the internet in school, I will:

- Ask a teacher or adult if I can do so before using them
- Only use websites that a teacher or adult has told me or allowed me to use
- Tell my teacher immediately if:
 - I click on a website by mistake
 - I receive messages from people I don't know
 - I find anything that may upset or harm me or my friends
- Use school devices for school work only
- Be kind to others and not upset or be rude to them
- Look after the school ICT equipment and tell a teacher straight away if something is broken or not working properly
- Only use the username and password I have been given
- Try my hardest to remember my username and password
- Never share my password with anyone, including my friends.
- Never give my personal information (my name, address or telephone numbers) to anyone without the permission of my teacher or parent/carer
- Save my work on the school network/where my teacher tells me to save it.
- Check with my teacher before I print anything
- Log off or shut down a computer when I have finished using it

I agree that the school will monitor the websites I visit and that there will be consequences if I don't follow the rules.

Signed (pupil):

Date: