



## Acceptable Use Policy – PUPILS

- I will ask an adult if I want to use a computer
- I understand that the systems I use will be monitored and checked.
- I will keep my personal information safe such as my password and will not share it with anyone
- I will not interfere with the way that others use technology. This includes using someone's else password (even with permission) or altering their files/work. I understand that this is a violation of the Computer Misuse Act 1990.
- If I leave my laptop unattended then I must lock it. This is so no one can access my account
- I will not use my own personal devices such as memory sticks and mobile phones. I understand my phone must be handed in and it must not be used at all during the day.
- I will only use the laptop for education purposes only. Whilst on it, I will not try to deliberately bypass any systems designed to keep myself and the school safe.
- I will look after the IT equipment and will report any damages to my class teacher immediately however this may have happened.
- I will tell a trusted adult if I think I have done something wrong or am upset by what I have seen online.
- I will not attempt to download anything without permission. If I need any software then I must talk to my teacher. I know that only the IT team can download software that I may need.
- I understand that if I break any of these rules then I won't be able to use the computer and my account will be disabled.

I have read and agree to the terms and conditions in this agreement. Please sign overleaf.



## Acceptable Use Policy – PUPILS

Child's name: \_\_\_\_\_

Child's signature: \_\_\_\_\_

Parent's name: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_