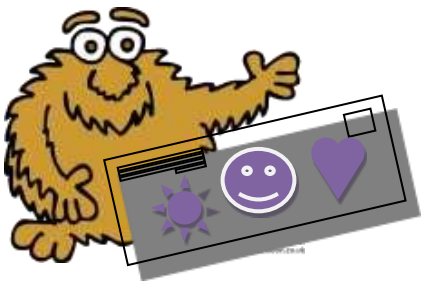




Applegarth

ACADEMY

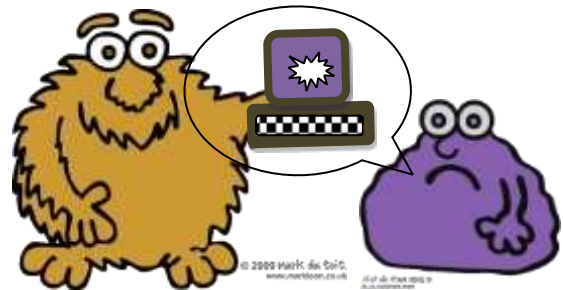
Rules for responsible ICT use - KS1



I will only send friendly and polite messages.

I will only use the internet and email with an adult.

If I see something I don't like on a screen, I will always tell an adult.



I will only click on icons and links when I know they are safe.

These rules will help to keep everyone safe and help us to be fair to others.

My teacher has explained what these rules mean.

Signed:



Applegarth

ACADEMY

Rules for responsible ICT use - KS2

These rules will help to keep everyone safe and help us to be fair to others.

- I will only use the Academy's computers for schoolwork and homework.
- I will only delete my own files.
- I will not look at other people's files without their permission.
- I will keep my login and password secret.
- I will not bring files into Academy without permission.
- I will ask permission from a member of staff before using the Internet and will not visit Internet sites I know to be banned by the Academy.
- I will only e-mail people I know, or my teacher has approved.
- The messages I send, or information I upload, will always be polite and sensible.
- I will not open an attachment, or download a file, unless I have permission or I know and trust the person who has sent it.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless my teacher has given permission.
- I will never arrange to meet someone I have only ever previously met on the Internet or by email or in a chat room, unless my parent, guardian or teacher has given me permission and I take a responsible adult with me.
- If I see anything, I am unhappy with or I receive a message I do not like, I will not respond to it but I will tell a teacher / responsible adult.

I have read and understood the above rules and I agree that I will keep to them.

Signed:
