The Hermitage Schools Acceptable Use of ICT Agreement
Our Online Safety Rules

Dear Parents/Carers,

ICT including the internet, email and mobile technologies, etc has become an important part of learning in our school. We expect all children to be safe and responsible when using any ICT and we encourage parents to support this. Please read through both parts and discuss the *Pupils'* section with your child. Then sign and return the slip at the bottom of this page.

Pupils

- ✓ I will only use ICT in school for school purposes.
- ✓ I will not tell other people my ICT passwords.
- ✓ I will only edit/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 click on the 'Oh no!' and tell my teacher immediately.
- ✓ I will not give out my own details such as my name, phone number or home address. I will not arrange to meet someone 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 only go on games and websites that my teacher has recommended.
- ✓ I know that my use of ICT can be checked and that my parents may be contacted if a member of school staff is concerned about my Online.

Advice for Parents/Carers

- ✓ All photographs taken in connection with the school and uploaded onto the internet must only contain you own child's images.
- ✓ Photos are put on the internet at the parents' own risk.
- ✓ Parents should be aware that social network sites can be viewed by a wide audience and should not be a means of communication between parents and teachers.
- ✓ Social network sites should not be used to discuss sensitive issues connected to the school. Parents are asked to respect the professional relationship between staff members and parents when using networking sites and the internet safety.

For further information, please visit our school's website.