Bennerley Fields School – 2022
ICT Acceptable Use Agreement (Pupils) – EYFS, Key Stages 1 and 2

> **All pupils use computer facilities including internet access as an essential part of learning, as required by the National Curriculum. Both pupils and their parents/carers are asked to sign below to show that our ICT Safety rules have been understood and agreed.**

Pupil Agreement:
- I will ask permission before entering any website, unless my teacher has already approved that site.
- On the school network I will only use the class login and password given to me by my teacher and will only share within my class.
- For email I will only use the password I have been given and only share it with my teachers and parents.
- I will not look at or delete other people's files.
- I will not bring a memory stick into school.
- The messages I send will be polite and sensible.
- I see anything I am unhappy with or receive messages I do not like, I will switch off the monitor and tell a member of staff immediately.
- I know that school may check my computer files and may monitor the sites I visit.
- I will not give out personal information
- I will not use digital cameras without permission.
- I will not bring a mobile phone into school.
- I understand that if I deliberately break these rules I could be stopped from using the Internet or computers in school in line with the school E-Safety Policy.

Pupil Declaration

Name_____ Signature of Pupil or Parent_____

Parent/Carer Agreement:
- The school has ICT equipment (computers which are connected to the internet) to help with your child's learning. The Internet Service Provider provides a continually updated, filtered service to attempt to ensure only acceptable internet sites are available.
- Your child's teacher will only set ICT work which is related to the curriculum and which will benefit their learning.
- We encourage you to contact the school if you have any concerns regarding your child's use of our ICT provision, and our 'Acceptable Use Policy' is available for viewing on our school website.
- Portable storage devices (DVDs, Memory Sticks etc) from home, cannot be used in school due to virus and licensing implications.
- Occasionally digital images containing children and/or their work will be taken. These are stored or used in school and can only be accessed through username and password.
- Our school website may occasionally have children's work, or images of them working, but only by prior agreement with parents/carers via the Parental Permission Slip issued on school admission.

In addition, staff:
- Supervise children using the internet.
- Check that the sites pre-selected for pupil use are appropriate to the age and maturity of pupils.
- Are extra vigilant when pupils are undertaking their own research and check that pupils are following the agreed search plan.

Parental Declaration
I have read the schools policy for pupil use of ICT and agree to allow my child to use the resources for the purposes described.

Parent/Guardian of _____ Signature_____

Data will be processed to be in line with the requirements and protections set out in the UK General Data Protection Regulation.

Acceptable Use of IT for Pupils-Primary

Version	Reviewed in School	Approved by GB/SLT/HT/IG	Ratified at LGB	Minute Number
1-Date Approved	-	-	14.10.2014	14.2.2
1.1	-	-	07.12.2015	13.2
1.2	-	-	11.12.2017	19.1
1.3	-	-	28.09.2020	20.8
1.3	01.09.2022	HT	n/a	n/a
Review Requirement:	2 Years			
Approval Level:	HT			