

# Rakegate Primary School

## Acceptable User Policy - KS2



Class.....

*This agreement will help keep me safe and help me to be fair to others.*

1. *I learn online* - I use the school's internet and devices for schoolwork, homework and other activities to learn and have fun. School internet and devices are monitored.
2. *I ask permission* - Whether at home or school, I only use the devices, apps, sites and games I am allowed to, at the times I am allowed to.
3. *I am creative online* - I don't just spend time on apps, sites and games looking at things from other people. I get creative to learn and make things, and I remember my Digital 5 A Day.
4. *I am a friend online* - I won't share anything that I know another person wouldn't want shared, or which might upset them. And if I know a friend is worried or needs help, I will remind them to talk to an adult, or even do it for them.
5. *I am a secure online learner* - I keep my passwords to myself and reset them if anyone finds them out. Friends don't share passwords!
6. *I am careful what I click on* - I don't click on unexpected links or popups, and only download or install things when I know it is safe or has been agreed by trusted adults. Sometimes add-ons can cost money, so it is important I always check for these too.
7. *I ask for help if I am scared or worried* - I will talk to a trusted adult if anything upsets me or worries me on an app, site or game - it often helps. If I get a funny feeling, I talk about it.
8. *I know it's not my fault if I see or someone sends me something bad* - I won't get in trouble, but I mustn't share it. Instead, I will tell a trusted adult. If I make a mistake, I don't try to hide it but ask for help.
9. *I communicate and collaborate online* - with people I already know and have met in real life or that a trusted adult knows about.
10. *I know new online friends might not be who they say they are* - I am careful when someone wants to be my friend. Unless I have met them face to face, I can't be sure who they are.
11. *I check with an adult before I meet an online friend* face to face for the first time, and I never go alone.
12. *I don't do live videos (livestreams) on my own* - and always check if it is allowed. I check with a trusted adult before I video chat with anybody for the first time.
13. *I keep my body to myself online* - I never get changed or show what's under my clothes in front of a camera. I remember my body is mine and no-one should tell me what to do with it; I don't send any photos or videos without checking with a trusted adult.

14. *I say no online if I need to* - I don't have to do something just because a friend dares or challenges me to do it, or to keep a secret. If I get asked anything that makes me worried, upset or just confused, I should say no, stop chatting and tell a trusted adult immediately.
15. *I tell my parents/carers what I do online* - they might not know the app, site or game, but they can still help me when things go wrong, and they want to know what I'm doing.
16. *I am private online* - I only give out private information if a trusted adult says it's okay. This might be my address, phone number, location or anything else that could identify me or my family and friends; if I turn on my location, I will remember to turn it off again.
17. *I am careful what I share and protect my online reputation* - I know anything I do can be shared and might stay online forever (even if I delete it).
18. *I am a rule-follower online* - I know that apps, sites and games have rules on how to behave, and some have age restrictions. I follow the rules, block bullies and report bad behaviour.
19. *I am not a bully* - I do not post, make or share unkind, hurtful or rude messages/comments and if I see it happening, I will tell my trusted adults.
20. *I am part of a community* - I do not make fun of anyone or exclude them because they are different to me. If I see anyone doing this, I tell a trusted adult.
21. *I respect people's work* - I only edit or delete my own digital work and only use words, pictures or videos from other people if I have their permission or if it is copyright free or has a Creative Commons licence.
22. *I am a researcher online* - I use safe search tools approved by my trusted adults. I know I can't believe everything I see online, know which sites to trust, and know how to double check information I find.

I have read and understood this agreement. If I have any questions, I will speak to a trusted adult: *at school that includes*.....

*Outside school*, my trusted adults are.....

*Signed:*

*Date:*