

# Bhaktivedanta Manor Primary School








## Acceptable IT Use Policy For Children

<b>Authority</b>	<b>Name</b>	<b>Approved Date</b>	<b>Next Review Date</b>
<b>Governing Body</b>	<b>Members</b>	<b>September 2017</b>	<b>September 2018</b>

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## Acceptable Use Policy

	<p>I will only use school computers for school work.</p> <p>I will look after school ICT equipment and tell a teacher straight away if something is broken or not working.</p> <p>I will only use USB sticks on the computer with a teacher's permission.</p> <p>I will be sensible with what I do on the computer.</p> <p>I will log off or shut down a computer when I have finished using it.</p>
	<p>I will save only school work on the school computer.</p> <p>I will check with my teacher before printing my work.</p>
	<p>I will remember what I have learned about staying safe on the internet.</p> <p>I will tell a teacher straight away if something makes me worried or unhappy.</p>
	<p>I will not open mails from people I don't know, or attachments without checking with my teacher first.</p>
	<p>I will only go on websites my teacher tells me to.</p> <p>I will tell my teacher straight away if I go on a website by mistake.</p> <p>I will not give my full name, home address or telephone number, or arrange to meet anyone from the internet.</p>

1. I will read and follow these rules.
2. I am aware that all of my work on school ICT equipment can be seen.
3. I understand that photographs taken of me in school will be used for educational purposes only.

Parent/Carer Name:

Child's Name:

Signature:

Signature:

Date:

Date: