PUTNEY
HIGH SCHOOL
GDST
GIRLS' DAY SCHOOL TRUST

Putney High School Policy

IT Acceptable Use Agreement
(Junior School KS2)

Putney High School Policy

IT Acceptable Use Agreement – Junior Students

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IT Acceptable Use Agreement – Junior Students (KS2)

The following guidance is a combination of GDST-wide and school policy aimed at supporting girls to take care of and use the IT facilities and their iPad to the best of their abilities in a safe and responsible manner. It is designed to be positive and should not be seen as an exhaustive list of rules. Pupils should always use any digital technology in ways which are productive, legal, kind and sensible.

Key Stage 2: Acceptable Use Agreement

This agreement will help keep me safe and helps me to be kind and fair to others when I use school technology.

- I use the internet, email and apps to learn, create and explore.
- I only use websites, games and apps that my teachers or trusted adults say are OK.

Keeping myself safe

- I keep my passwords private and tell an adult if I think someone knows them.
- I think before I click on links or download anything and ask for help if I am not sure.
- I know that people online are not always who they say they are, so I am careful.
- I do not share private information about myself or others, like addresses, phone numbers, photos or passwords.

Respecting my body and others

- I do not change clothes in front of a camera or webcam.
- I do not take or share photos, videos or messages about others without permission.
- I only join video calls or live streams when a trusted adult knows.

Being kind and respectful

- I send kind and polite messages and do not join in with bullying or sharing unkind content.
- I do not make fun of people or leave them out because they are different.
- If I see or hear something online that is unkind, upsetting or worrying, I tell a trusted adult.

Using technology responsibly

- I know that Artificial Intelligence (AI) can help create writing, pictures or ideas, and I only use this when a teacher or trusted adult says I can.
- I understand my school can see and monitor what I do when I use school technology, both in school and at home.
- I understand my school is a mobile phone and smart watch free environment

- I do not buy things online or agree to payments without help from a trusted adult.

Getting help

- If something online makes me feel worried, confused or uncomfortable, I can say no, stop and tell a trusted adult.
- If I cannot talk to them, I know I can contact Childline (0800 1111) or CEOP.

Trusted Adults at School.

The trusted adults I can talk to if I have concerns about E-safety are:

- Your class teacher
- Ms McLaughlin - Junior School Head
- Miss Franks – Junior School Deputy Head, Pastoral
- Miss Ella Wilson - Junior School Deputy Head, Academic
- Miss Lucas – Head of Computing and Modern Scholarship

If I feel I can't talk to them, I know I can call Childline on 0800 1111 or click CEOP.

I have read and understood this agreement.

Your Name: ..... (please write your name)

Your Class: .....

Date: .....