



KS1 Acceptable Use Policy

- I will use the school's ICT equipment and tools (including computers, cameras, video cameras etc) for schoolwork and homework. If I need to use the school's computers for anything else, I will ask for permission first.
- I will only use the internet and email when an adult is nearby.
- I will not share my passwords with other people and will tell my teacher if I think someone else knows them.
- I will ask an adult before opening an email from someone I don't know.
- I will not share details about myself such as surname, phone number or home address.
- I will ask if I need to look at other peoples' work on the computer.
- I will try my hardest to only send messages which don't upset other people.
- I will ask my teacher before using photos or video.
- If I see something on a screen which upsets me, I will always tell an adult.

I will do my best to follow these rules because I know they are there to keep me and my friends safe. If I don't follow these rules, I know that my teacher may stop me using technology at school and / or talk to my parents about how I use technology.

Pupil's name: _____

Pupil's signature: _____

Date: _____



Schoolbook E-Safety Rules

I use Schoolbook to help me to stay safe online

www.esjweb.org.uk/ejway

I will keep my Schoolbook password PRIVATE and tell my teacher if someone else knows it.



I only click on the buttons or links when I know what they do.



In school I use The Ely St John's Safe Search to search the Internet because it helps me to keep safe.



If I see something on a screen which upsets me, I will always tell an adult.



I will send only polite and friendly emails to people that I know using Schoolbook mail or when using the Shoutbox.



I will only put polite and friendly things online.

