

Pupil Acceptable Use Agreement / eSafety Rules



- I will only use ICT systems in school, including the internet, email, digital video, mobile technologies and the like for school purposes.
- I will not download media files or install software on school equipment.
- I will only log on to the school network/ learning platform with my own user name and password.
- I will follow the schools ICT security system and not reveal my passwords to anyone and change them regularly.
- I will only use my school email address for school work and for contacting staff.
- I will make sure that all ICT communications with pupils, teachers or others is responsible and sensible.
- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher and on the report@maesydderwen-hs.powys.sch.uk email.
- I will not give out my or anyone's personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher.
- Images of pupils and/ or staff will only be taken with their permission and stored & used for school purposes inline with school policy and not be distributed outside of the school network without the permission of the people involved.
- I will not access social networking sites during lesson times on the school network or on personal devices (*see Mobile Phone Agreement*).
- I will ensure that my online activity, both in school and outside school, will not cause my school, the staff, pupils or others distress or bring the school into disrepute.
- I will support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset or offend any member of the school community.
- I will not deliberately open any suspicious attachments or create/forward SPAM emails.
- I will respect the privacy and ownership of others' work on-line at all times and will record the source of any information I use in my work.
- I will not attempt to bypass the internet filtering system.
- I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers.
- If I am the victim or suspect that another pupil is the victim of cyber bullying, I will report it to a teacher or using the reportbullying@maesydderwen-hs.powys.sch.uk email or text number.

Consequences:

- I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/ carer may be contacted.
- I understand that my account may be suspended if I am suspected of breaking the agreement above.
- I understand that bullying of any kind is viewed extremely seriously and that affecting the security and safety of the school community could lead to exclusion from the school.



Dear Parent/ Carer

ICT including the internet, learning platforms/websites, email and mobile technologies has become an important part of learning in our school. We expect all pupils to be safe and responsible when using any ICT. It is essential that pupils are aware of eSafety and know how to stay safe when using any ICT.

Pupils are expected to read and discuss this agreement with their parent or carer and then to sign and follow the terms of the agreement. Any concerns or explanation can be discussed with their class teacher or Mr Lashley, the school eSafety coordinator.

Please return this form to school for filing.

Pupil and Parent/ carer signature

We have discussed this document and(pupil name) agrees to follow the eSafety rules and to support the safe and responsible use of ICT at Ysgol Maesydderwen.

Parent/ Carer Signature

Pupil Signature.....

Form Date