

**ACCEPTABLE USE OF TECHNOLOGY STATEMENTS
AND CONSENTS
October 2020-21**

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Responsible person: Mr Brad Sailes

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Banana Island School- Learner Acceptable Use of Technology Statements

Early Years and Key Stage 1 (0-6)

- I only use the internet when an adult is with me
- I only click on links and buttons online when I know what they do
- I keep my personal information and passwords safe
- I only send messages online which are polite and friendly
- I know the School can see what I am doing online
- I always tell my parents if something online makes me feel unhappy or worried
- I can visit www.thinkuknow.co.uk to learn more about keeping safe online
- I have read and talked about these rules with my parents/carers

Key Stage 2 (7-11)

Safe

- I only send messages which are polite and friendly
- I will only post pictures or videos on the internet if they are appropriate, and if I have permission
- I only talk with and open messages from people I know, and I only click on links if I know they are safe
- I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to an adult

Trust

- I know that not everything or everyone online is honest or truthful
- I will check content on other sources like other websites, books or with a trusted adult
- I always credit the person or source that created any work, image or text I use

Responsible

- I always ask permission from an adult before using the internet
- I only use websites and search engines that my [teacher or my parents have](#) chosen
- I keep my personal information safe and private online
- I will keep my passwords safe and not share them with anyone
- I will not access or change other people's files or information
- I will only change the settings on the computer if my parent has allowed me to

Understand

- I understand that the School internet filter is there to protect me, and I will not try to bypass it.
- I have read and talked about these rules with my parents/carers
- I can visit www.thinkuknow.co.uk and [Make 'digital world' safer for children: UN-backed report \(dailyafrika.com\)](#) to learn more about being safe online

Tell

- If I am aware of anyone being unsafe with technology, I will report it to my parents
- I always talk to an adult if I'm not sure about something or if something happens online that makes me feel worried or frightened
- If I see anything online that I shouldn't or that makes me feel worried or upset then I will minimise the page and tell an adult straight away

Alternative KS2/KS3 Statements

- I know that I will be able to use the internet for a variety of reasons, if I use it responsibly. However, I understand that if I do not, I may not be allowed to use the internet.
- I know that being responsible means that I should not look for bad language, inappropriate images or violent or unsuitable games, and that if I accidentally come across any of these, I should report it to a teacher or a parent or carer at home.
- I will protect myself by not telling anyone I meet online my address, my telephone number, or by sending a picture of myself without permission from a teacher or other adult.
- I will not arrange to meet anyone I have met online alone in person without talking to a trusted adult.
- If I get unpleasant, rude or bullying emails or messages, I will report them to my parent. I will not delete them straight away, but instead, keep them so I can show them to the person I am reporting it to.
- I will always be myself and not pretend to be anyone or anything I am not. I know that posting anonymous messages or pretending to be someone else is not allowed.
- I will always check before I download software or data from the internet. I know that information on the internet may not be reliable and it sometimes needs checking.
- I will be polite and sensible when I message people online and I know that sending a message is the same as having a conversation with someone. I will not be rude or hurt someone's feelings online.
- I know that I am not allowed on personal email, social networking sites or instant messaging while doing School work except the ones used by my school for my School work.
I will tell my parent if someone online makes me feel uncomfortable or worried when I am online using games or other websites or apps.

Learners with SEND

Learners with SEND functioning at Levels P4 –P7

- I ask a grown up if I want to use the computer
- I make good choices on the computer
- I use kind words on the internet
- If I see anything that I don't like online, I tell a grown up

Learners with SEND functioning at Levels P7-L1

Safe

- I ask a grown up if I want to use the computer
- On the internet I don't tell strangers my name

School Meeting

- I tell a grown up if I want to talk on the internet

Accepting

- I don't open emails from strangers

Reliable

- I make good choices on the computer

Tell

- I use kind words on the internet
- If I see anything that I don't like online, I will tell a grown up

Learners with SEND functioning at Levels L2-4

Safe

- I ask an adult if I want to use the internet
- I keep my information private on the internet
- I am careful if I share photos online

School Meeting

- I tell an adult if I want to talk to people on the internet
- If I meet someone online, I talk to an adult

Accepting

- I don't open messages from strangers
- I check web links to make sure they are safe

Reliable

- I make good choices on the internet
- I check the information I see online

Tell

- I use kind words on the internet
- If someone is mean online then I don't reply, I save the message and show an adult
- If I see anything online that I don't like, I will tell my parent.

Banana Island School “School” Acceptable Use of Technology Policy – Learner Agreement

I, with my parents/carers, have read and understood the School’s Acceptable Use of Technology Policy (AUP).

I agree to follow the AUP when:

1. I use School systems and devices, both on and offsite
2. I use my own or my parents’ equipment out of the School, in a way that is related to me being a member of the School community, including communicating with other members of the School or accessing *School* email, learning platform or website.

Name..... Signed.....

Class..... Date.....

Parent/Carers Name..... (*If appropriate*)

Parent/Carers Signature..... (*If appropriate*)

Date.....

Banana Island School “School” – Learner Acceptable Use of Technology Statements/Forms for Parents/Carers

Parent/Carer AUP Acknowledgement

Learner Acceptable Use of Technology Policy Acknowledgment

1. I, with my child, have read and discussed the School’s learner acceptable use of technology policy (AUP). I understand that the aim of the AUP is to help keep my child safe online and applies to the use of the internet and other related devices and services, outside of the School.
2. I am aware that any internet and IT use using School equipment may be monitored for safety and security reason to safeguard both my child and the School systems. This monitoring will be proportionate and will take place in accordance with data protection, privacy and human rights legislation.
3. I understand that the School will take every reasonable precaution, including monitoring and filtering systems, to ensure my child will be safe when they use the internet and other associated technologies. I understand that the School cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.
4. I with my child, am aware of the importance of safe online behaviour and will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the School community.
5. I understand that the School will contact me if they have concerns about any possible breaches of the AUP or have any concerns about my child’s safety.
6. I will inform the School or other relevant organisations if I have concerns over my child’s or other members of the School communities’ safety online.
7. I will ensure that my child(ren) receive(s) online safety education to help them understand the importance of safe use of technology and the internet – both in and out of School.
8. I will support the School online safety approaches and will encourage my child to adopt safe use of the internet and other technology at home, as appropriate to their age and understanding.
9. I accept that logging on to the School’s learning platforms with supplied codes constitutes acceptance of this Agreement.

Child’s Name..... Child’s Signature (if appropriate)

Class..... Date.....

Parents Name.....

Parents Signature..... Date.....