



## Denbigh Acceptable Use Agreement

At Denbigh Community Primary School, we know that it can be fun to use technology as part of your learning experience. We want everyone to be able to use technology, like computers and tablets, but it is important that you are safe when you are using them.

We have created this agreement to help you understand how to be safe when you are using technology. Please read this carefully and sign your name to show that you understand your responsibilities when using technology. Ask your teacher if there is something that you do not understand.



### I will:



- ✓ Only use technology, such as a computer, when a teacher has given me permission.
- ✓ Let the teacher access my device by joining Apple Classroom.
- ✓ Only use technology for the reason I have been asked to use it.
- ✓ Only use the internet when a teacher has given me permission.
- ✓ Only send messages to people my teacher has approved (all messages will be polite and sensible).
- ✓ Ask for help when I have a problem using the technology.
- ✓ Look after the device, including ensuring devices are charged and ready for use within school to support learning.

- ✓ Not leave a device unattended where they are at risk from theft, loss and/or damage.
- ✓ Tell the teacher if my device is not working or damaged.
- ✓ Tell the teacher if I think someone else is not using technology safely or correctly.
- ✓ Tell the teacher if I see something online that I think is inappropriate or that makes me upset.
- ✓ Engage with E-Safety lessons and training as provided by my Class Teacher and follow the E-Safe .

**I will not:**



- Remove class when my device is managed through Apple Classroom.
- Tell another pupil my username and password.
- Try to gain access to somebody else's device.
- Tamper with a device.
- Share personal information, such as my age and where I live, my school, about myself or my friends online.
- Access social media, such as Facebook and WhatsApp that have an age restriction above my age.
- Create online posts that could be offensive or hurtful to others.
- Post content online which is damaging to the school or any of its staff or pupils. (inappropriate posts should be deleted immediately).
- Speak to strangers on the internet.
- Take photos of myself or my friends using a school device.
- Access online content that is inappropriate for my age.

**Please read each statement and provide a tick to show that you agree, and then write your name below.**



- I understand why it is important to use technology safely and correctly.
- I understand my responsibilities when using technology.
- I understand that I may not be allowed to use technology if I do not use it safely and correctly.
- I understand that online posts (that are deemed inappropriate by school) should be deleted and removed from online platforms when requested by School Staff immediately.
- I understand that I should tell the teacher if I know somebody is breaking the rules of our Acceptable Use Agreement.
- I will follow these rules at all times.

Users who break the rules of the Acceptable Use Agreement may be subject to our behaviour management policy.

Pupil name (please print):

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Date:

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Parent name (please print):

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Parent signature:

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Date:

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