



# Hunsbury Park Primary School

## Pupil (KS2) Acceptable Use Agreement

Child's Name: \_\_\_\_\_

Class: \_\_\_\_\_

Year: \_\_\_\_\_

### **Pupil (KS2) Acceptable Use Agreement**

- I will only use ICT in school for school purposes.
- If relevant, I will only use my own school email address when emailing.
- I will only open email attachments from people I know, or who my teacher has approved.
- I will not tell other people my passwords for the learning platform, school network or for other learning websites.
- I will only open/delete my own files.
- I will make sure that all ICT related contact with other children and adults is appropriate and polite.
- I will not deliberately look for, save or send anything that could offend others.
- If I accidentally find anything inappropriate on the internet I will tell my teacher immediately.
- I will not give out my personal details such as my name, phone number, home address or school.
- I will be responsible for my behaviour when using ICT in school or at home because I know that these rules are to keep me safe.
- I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.
- I know that my use of ICT can be checked and that my parent contacted if a member of school staff is concerned about my safety.
- I will not bring a mobile phone or other personal ICT device into school.

Pupil Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Parent / Carer Signature**

As the parent / carer, I understand that the school has discussed the Acceptable Use Agreement with my son /daughter as part of whole school commitment to e-Safety both in and out of school.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems.

I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the Internet.

I understand that my child's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy.

I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's online safety.

If at any time you have any concerns regarding online safety, please contact the Designated Safety Lead via the school office on 01604 761566 or email [criley@hunsburypark.org](mailto:criley@hunsburypark.org).

Name of Parent: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Rules for KS2



# Think then Click



**These rules help us to stay safe on the internet**

### E-safety rules for KS2

- ✓ We ask permission before using the internet.
- ✓ We only look at websites an adult has given us permission to use.
- ✓ We always tell an adult if we have seen, heard or read anything on the internet that has made us feel threatened, uncomfortable or worried.
- ✓ We immediately close a web page if we are unsure.
- ✓ We only send polite and friendly emails to people we know or that an adult has approved.
- ✓ We never give out personal information or passwords.
- ✓ We never arrange to meet anyone we don't know.
- ✓ We do not open emails sent by anyone we don't know.
- ✓ We do not use internet chat rooms.
- ✓ We know that friends are people we know in the real world not people we meet online.





## SAFEGUARDING INFORMATION



All children have a right to be protected from harm and all adults have a role to play in ensuring that our children are protected and safe.

As individuals, we all play an important part in the child protection process.

**Whether as part of your job or volunteering activities, or simply as a member of your local community, child protection is everyone's responsibility.**

The Designated Safeguarding Lead Teachers at Hunsbury Park are:



**Mrs Riley  
Designated  
Safeguarding Lead**



**Mrs Burton  
Deputy Designated  
Safeguarding Lead**

### Safeguarding Team



**Mr York  
Deputy Designated  
Safeguarding Lead**

**Our Safeguarding Team  
are easily identified by  
their orange lanyards**

If you have any concerns about the welfare of a pupil while working in or visiting our school, please speak to one of the DSLs immediately. You will be asked to complete and sign a "Cause for Concern" form. You can also contact the Multi-Agency Safeguarding Hub team directly on:  
*0300 126 1000*