

# Pupil Internet Safety Agreement

Version 1 – November 2017

Pupil/ Student Name: \_\_\_\_\_

**Please read this document carefully, only once it has been signed and returned will access to the computer system be permitted. Listed below are the provisions of this agreement.**

**If any student violates these provisions, access to the Network, Internet and e-mail will be denied and the student will be subject to disciplinary action.**

## **ONLINE BEHAVIOUR & ONLINE SAFETY MATTERS AT ALL TIMES.**

### **Terms and Conditions of This Agreement**

- 1) 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 or guardian may be contacted.
- 2) I will abide by the school's policies especially the ICT AUP (Acceptable Use Policy), the Cyber-Bullying Policy, Mobile Camera, Phone and ICT Devices Policy, the Social Media & e-Safety Policy, the Social Media and Content Creation Policy and the Image Use Policy.
- 3) I will respect the school rules regarding the use of electronic devices in school.
- 4) I will only use ICT systems in school, including the internet, email, digital video, mobile technologies, etc, for school purposes.
- 5) I will never use my mobile phone in school unless I have specific and written permission to do so.
- 6) I understand that if I am found using my phone in school hours without specific permission that I will receive a warning and that three warnings can result in serious sanctions including temporary and permanent exclusion from the school.
- 7) I will make sure that all ICT communications with pupils, teachers or others is responsible and sensible.
- 8) I will never post aggressive or offensive material on the system or the web at any time.
- 9) I will respect the privacy and ownership of others' work at all times.
- 10) I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal.
- 11) If I accidentally come across any such material I will report it immediately to one of the Upper School sponsors or in their absence another member of staff asking them to report this to the sponsor at the earliest opportunity.
- 12) I will ensure that my online activity, both in school and outside of school, will not cause my school, the staff, pupils or others distress or bring the school into disrepute.

- 13) I understand that my use of the school laptops is being monitored and logged at all times and the logs are audited frequently for inappropriate browsing.
- 14) I understand that the school operates a filter system that blocks harmful and/or disrespectful websites and online resources.
- 15) Use of school computers is logged centrally and can be compared to the local log including the browsing history on the computer. I understand that if I delete the history on the computer I am using that that this will be seen as a breach of trust and that I may be prohibited from further use of school computers.
- 16) I understand that I may, with the teacher's permission, use my own laptop to work on in school according to the school's ICT AUP including BYOD.
- 17) I will be very careful about giving out personal information such as name, phone number or address online.
- 18) I will not post my personal information or information about the school in a social network profile so that anyone can see it.
- 19) I will not arrange to meet someone I only know online unless my parent/guardian/teacher has clearly approved of this.
- 20) I understand that online contacts may lie about their identity.
- 21) I know that information on the web can be unreliable.
- 22) I will be very cautious about who and what I believe.
- 23) Images of pupils and/or staff will only be taken, stored and used for school purposes in line with school policy. I will not distribute images outside the school network without permission.
- 24) I will support the school approach to online safety and not deliberately upload or send any text, images, video, or sounds that could upset or offend any member of the school community.
- 25) **If anything makes me uncomfortable or worried, I know that I can share this with a teacher or parent without being blamed.**

**Pupil**

Signature \_\_\_\_\_

Class \_\_\_\_\_

Date \_\_\_\_\_

**Parent/ Carer/ Guardian**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_