



## Saltford C of E Primary School KS2 Acceptable Use Agreement

As a family, we understand that there are many types of computer, including tablets, games consoles and phones.

We will use our computers and the internet safely and sensibly as part of a range of leisure activities.  
When I use any computer, I will be SMART:

**S**

**SAFE**

Keep safe by being careful not to give out personal information – such as your full name, email address, phone number, home address, photos or school name – to people you are chatting with online.



**M**

**MEETING**

Meeting someone you have only been in touch with online can be dangerous. Only do so with your parents' or carers' permission and even then only when they can be present.



**A**

**ACCEPTING**

Accepting emails, IM messages, or opening files, pictures or texts from people you don't know or trust can lead to problems – they may contain viruses or nasty messages!



**R**

**RELIABLE**

Information you find on the internet may not be true, or someone online may be lying about who they are.



**T**

**TELL**

Tell your parent, carer or a trusted adult if someone or something makes you feel uncomfortable or worried, or if you or someone you know is being bullied online.

You can report online abuse to the police at [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

**THINK  
U  
KNOW**  
CO.UK



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- If I need to make a username or password I will let a trusted adult at home know.
- If I have a username or password I will keep it safely within my family. I will not share it or try to use any other person's username or password.
- I will check that my teacher or a trusted adult at home knows which sites I visit on the internet.
- I will be polite and responsible when I communicate with others online using any device.
- I will not take or share photos or video images of others without their permission.
- I will be aware that I cannot control how others may share photos and videos taken of me
- I will ask for help from a teacher or a suitable adult if I am not sure what to do or I think I have done something wrong
- I will tell a teacher or suitable adult if I see something that upsets me on any device
- I will not use chat or social networking sites at school.
- I will only use the school's ICT equipment for school use.
- If I am using the internet for research, I will not copy the work of others. I will also be careful to check that the information I access is accurate as some sites can be misleading.
- If I download music, images or videos that are protected by copyright, I will acknowledge the source.
- I will take care of school equipment. This includes not installing any new software or downloading/uploading files that could be harmful.
- I will not use my mobile phone in school.
- I will tell my teacher or a trusted adult at home if I think that one of my friends is not keeping the Golden Rules with the technology that we use.
- I know that my parents/teachers will check what I have been doing on the computers/internet/e-mail and mobile technology.
- If I use ICT/mobile equipment in an inappropriate way, I am aware that this will be reported to the Head teacher and my parents.

\_\_\_\_\_ agrees to keep the SMART rules in school and at home.

Signed: \_\_\_\_\_ (parent/carer)

