

**Acceptable Use Agreement Y3-Y6**

**2018-2019**



**Digital Technologies Coordinator**

**Type name here**

**Acceptable Use Agreement**

* I will only access Digital Technologies equipment when a trusted adult has given me permission and is present.
* I will not deliberately look for, save or send anything that could make others upset.
* I will immediately inform an adult if I see something that worries me, or I know is inappropriate.
* I will keep my username and password secure;

this includes not sharing it with others.

* I will respect Digital Technologies equipment and will immediately notify an adult if I notice something isn’t working correctly or is damaged.
* I will use all communication tools such as email and blogs carefully. I will notify an adult immediately if I notice that someone who isn’t approved by the teacher is messaging.
* Before I share, post or reply to anything online, I will T.H.I.N.K.
* I understand what personal information is and will never share my own or others’ personal information such as phone numbers, home addresses and names.
* I will always use my own username and password to access the school network and subscription services such as Purple Mash.
* In order to help keep me and others safe, I know that the school checks my files and the online sites I visit. They will contact my parents/carers if

# **T** = is it true?

**H** = is it helpful?

**I** = is it inspiring? **N** = is it necessary? **K** = is it kind?

an adult at school is concerned about me.

* + I understand that if I behave negatively whilst using technology towards other members of the school, my parents/carers will be informed and appropriate actions taken.

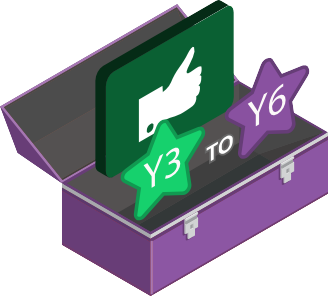
**I understand this agreement and know the consequences if I don’t follow it.**

**My Name: Class:**

Type name here Type class here

**Parent/Carer Signed: Today’s Date:**

Type date here



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