**Dormanstown and Wilton Primary Academy**

**Internet and Computing Agreement Booklet**

In our Primary Academies, computers and iPads are installed with internet access to help our children’s learning. This booklet explains how we use the internet within schools and the rules we have to keep everyone safe.

**We will:**

* Work at all times to maximise the safety of pupils in their use of the internet.
* Use a good filtering system which will restrict access to inappropriate material.
* Supervise children’s use of the internet within the academy.
* Guide the children in their safe and appropriate use of the internet.

**Our children will:**

* Only access systems and apps using their own login and password.
* Log off from the PC, laptop, device/lock personal ipad as soon as they have finished, returning it to the correct place or docking station.
* NOT share their passwords with other children and won’t use anyone else’s password.
* Will not look at other people’s files without their permission and will only delete their own work.
* NOT bring in memory sticks or USB devices into the academy.
* Will only email people who their teacher has approved and only using their school email address.
* Make sure that any messages they send, or material they upload or download, will be appropriate and responsible.
* Tell a member of staff immediately if they are sent anything inappropriate, unpleasant or upsetting and they will not respond to those messages.
* Only take photos of people with their permission.
* NOT deliberately browse, download or upload material which could be inappropriate, offensive or illegal and will inform a member of staff if they come across anything accidentally.
* NOT give any personal information for example name, home address or phone number, send any photographs or videos to anyone over the internet.
* NEVER arrange to meet someone they have only had contact with online.
* Understand that their internet use is monitored and logged and can be viewed by Academy staff and can also be shown to parents / carers.
* Understand these rules are to keep them safe and will follow them at all times.
* Understand that if they break these rules they may be stopped from using the internet in the academy and their parent / carers will be informed.

**Parent / Carers will:**

* Give permission for their child to access the internet whilst in the academy and support the academy in holding pupils responsible for their actions.
* Support their child in keeping their log in details confidential.
* Support your child with their online/social media use, to ensure it will not cause upset, distress or disrepute to themselves, other pupils, staff or the academy.
* Agree to their child using educational programmes / sites, deemed suitable by the academy to support their child’s learning. Including but NOT limited to: TTRockstars, Lexia, Showbie, Spelling Shed and Evidence for Learning.
* Understand that whilst all measures are taken to ensure suitable restrictions are in place, TVED and its staff cannot accept liability for the access of unsuitable material by their child.

Your child’s annual consent form allows you to give permission and agreement of the above. Please discuss this agreement with your child.