



Farnham Common Village Schools

Pupil Acceptable Use Policy 'Online Safety Rules'

To help me stay safe whilst using computing equipment and the internet...

	I will ask permission before using computing equipment at school and use it for a specific purpose, as agreed by a staff member.
	I will never share my passwords with anyone.
	I will never share any personal details about myself online, such as my full name, address or phone number.
	I will not arrange to meet up with someone I have met on the internet.
	I will always check messages are polite and sensible before sending them.
	I will not open or download any files unless I have been told to do so by a staff member.
	I know that I should not believe everything I read on the internet and can ask an adult to check anything I am not sure about.
	I know that I should not deliberately search for, save or send anything that is inappropriate or that may upset another person.
	I will turn off the screen and tell an adult if I find something inappropriate or upsetting while using the computer.
	I will not bring in to school or use personal computing equipment from home (e.g. game devices, mobile phones, tablets) unless it has been agreed by my teacher. Any devices brought in must be handed in to my teacher.
	I know that school can check what I do whilst using computing equipment, and the sites I visit, and that my parent/carer will be contacted if a staff member is concerned about my online safety.
I know there will be consequences and I will be stopped from using computing equipment if I break these rules or damage equipment.	

Please read this document with your child and sign the form below. Cut and return the slip.

To the School Office:

Pupil Acceptable Use Policy 'Online Safety Rules'

Dear Parent/Carer,

Computing, including the internet, has become an important part of learning in our school. We expect all children to be safe and responsible when using any ICT. **Please read and discuss these online safety rules with your child and return the signed slip at the bottom of the page.** If you have any concerns or would like some explanation, please contact the school office.

Pupil Name & Signature :

Class:

Parent/Carer Signature:

Date:

