Astbury St Mary's Primary School
E-safety incl. IT Acceptable Use Policy (Primary Pupils)
Approved 1.12.22 TBC

Astbury St Mary's CE Primary School recognises the importance of using IT in education as well as the importance of pupils staying safe whilst using IT. The School aims to make the IT facilities it has available for pupils to use for their studies. To allow for this Astbury St Mary's CE Primary School requires all pupils' parents to sign a copy of the E-safety and Acceptable Usage Policy for the use of the School's IT facilities.

Listed below are the terms of this agreement. All pupils at Astbury St Mary's CE Primary School are expected to use the IT facilities in accordance with these terms. Please read this document carefully and sign and date it in order to indicate your acceptance of the Policy on your child's behalf. It is important that your child understands the policy, so please ensure that you take the time to explain/ discuss this with them.

Equipment

Care of the equipment
All the children will look after all equipment and treat everything with respect.

Printers
Networked printers are provided for use by pupils. It is important that children learn to ask before they print, press the print key once and be patient.

Internet and Email

Content Filtering and use of the Internet

Astbury St Mary's CE Primary School provides internet filtering, designed to remove controversial, offensive or illegal material that would cause your child to be upset. The School makes use of the filtering services provided by Computeam which seeks to provide internet use that is safe and for educational purposes only.

As part of your child's work in Information Technology and other subjects, we offer supervised access to the Internet. On some occasions children may be offered the opportunity to use e-mail outside the school, for example to communicate with children from other schools.

It is important in all emails to:
- ✓ Be Polite - never send or encourage others to send abusive messages.
- ✓ Use appropriate language

The Internet is a rich source of information and provides educational activities which are of great benefit to the children. However there are concerns about inappropriate materials and the school takes a range of measures to minimise these risks:

- ✓ All access to the Internet is supervised by adults
- ✓ Children are not allowed access to chat rooms at any time

- ✓ Children are taught about safe Internet use by their teachers through a termly programme of E-safety in both KS1 and KS2
- ✓ E-safety slogans are visible in classrooms and when internet access is required for homework
- ✓ Children are taught what to do if something is upsetting and how to report it

Privacy and Data Protection

Service

Whilst every effort is made to ensure that the systems, both hardware and software are working correctly, the school will not be responsible for any damages or loss incurred as a result of system faults, malfunctions or routine maintenance. Astbury St Mary's CE Primary School specifically denies any responsibility for the accuracy of information obtained whilst using the IT systems.

E-safety / Acceptable Use Policy (Pupils)

Required Signature
PARENTS / CARERS

I have read this E-safety / Acceptable Use Policy and I have discussed this with my child.

I agree for my child _____

to use the Internet and email in accordance with the school guidelines.

Signed _____ Parent/Carer

Signed _____Pupil

Date: _____

Please return this form to Astbury St Mary's CE Primary School