



Holy Trinity Primary School

E-Safety and Acceptable Use Policy

Rules for Acceptable Internet Use

At Holy Trinity we have computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others.

- I will not take any photographs or video of people without their permission.
- I will only access the system with my own login and password, which I will keep secret.
- I will not access other people's files.
- I will respect people that I know and only use information or images of them with their permission.
- I will only use the school computers for school work and homework.
- Pupils should not download and use material or copy and paste content which has copyright protection.
(Most sites will allow the use of published materials for educational use. Teachers will give guidelines on how and when pupils should use information from the Internet).
- I will not bring in memory sticks or disks from outside school unless I have been given permission.
- I will ask permission from a member of staff before using the Internet.
- I will only use web sites approved by my teacher.
- I will not use ICT resources without asking permission or unsupervised.
- I will only e-mail people I know, or my teacher has approved.
- The messages I send will be polite, appropriate and responsible.
- I will not give my home address or telephone number, or arrange to meet someone, unless my parent, carer or teacher has given permission.
- I will report any unpleasant material or messages sent to me. I understand my report would help protect other pupils and myself.
- I understand that the school may check my computer files and may monitor the Internet sites I visit.

Signed Child _____ Date ___ / ___ / ___