

Acceptable use policy for the use of the internet, emails and computers

At Stanground St Johns we understand the importance and benefits of using computers to help with children's learning and personal development. However, we also recognise that safeguards need to be in place to ensure children are kept safe at all times.

Please could parents/carers read and discuss this policy with their child and then sign and return to school.

- I will only use ICT in school for school purposes.
- I will only use my class e-mail address or my own school e-mail address when e-mailing.
- I will only open e-mail attachments from people I know, or who my teacher has approved.
- I will not tell other people my password.
- I will only open/delete my own files.
- I will make sure that all ICT contact with other children and adults is responsible, polite and sensible.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately.
- I will not give out my own details such as my name, phone number or home address.
- I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.
- I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- I will support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset any member of the school community.
- I know that my use of ICT can be checked and that my parent/ carer contacted if a member of school staff is concerned about my e-safety.

Parent and child's signatures:

We have discussed this policy and.....(child's name) agrees to support the safe use of ICT at Stanground St Johns.

Parent/ Carer's Signature.....

Child's Signature.....

Date.....

E-Safety for parents

Parents tell us that they want to take responsibility for protecting their children online but many don't feel equipped with the right information to do this. To support this, the Safeguarding Children Board & NSPCC in consultation with local professionals and parents have produced a guide to "Keeping Your Child Safe Online" which provides practical advice on e-safety issues. The key principles are outlined below, but the full guide can be found online.

The internet and online world is part of our everyday lives. Be positive and embrace the technologies that your children enjoy and look for family activities or games. Explore games and services that your children use or want to use and look out for any safety features that may be available.

You may want to set out rules for using technology as you would set rules for most areas of your children's lives. What is right and wrong offline is also the same online. Agreeing rules from the outset helps your children understand their boundaries.

The internet can be accessed from many devices from smartphones to tablets, computer and games consoles. Many devices will have safety settings and monitoring tools which you can use to keep your children safe. For more information, check your device manufacturer's website. Your internet service provider will also provide filters to help block age inappropriate content for children, so you may wish to speak to them about what services they can offer or look at the member's area of their website.

The internet provides a lot of opportunities for interaction with other people, not only by leaving messages on social media sites or sending emails, but also by direct interaction for example in a lot of games and video streaming services. These services can include both voice or and video transmission.

Video games have PEGI (Pan European Games Information) ratings which provide an indication of the age rating for a game and the type of content. More information can be obtained from the PEGI website.

It is important that your child (ren) know to tell you or another adult immediately if someone or something upsets them online. Many websites and games console providers have moderation services and will investigate issues. However, if you are suspicious about somebody's online behaviour you can make a report to CEOP, while inappropriate content and media can be reported to Parentport. If you think you have viewed criminal content online, you can also report this to the Internet Watch Foundation.

More information regarding online safety can also be found at:

- www.ceop.police.uk
- <http://www.parentport.org.uk>
- <https://www.iwf.org.uk>
- <http://www.pegi.info>
- <https://www.getsafeonline.org>
- www.thinkuknow.co.uk/parents
- www.internetmatters.org
- <http://www.saferinternet.org.uk/advice-and-resources/parents-and-carers>
- www.nspcc.org.uk/onlinesafety
- www.safeguardingchildren.co.uk