Inchmarlo

Foundation and KS1 Acceptable Use Policy

* I will use the school’s ICT equipment and tools (including computers, cameras, iPads etc.) for schoolwork and homework. If I need to use the school’s computers for anything else, I will ask for permission first.
* I will only use the internet and email when an adult is nearby.
* I will not share my passwords with other people and will tell my teacher if I think someone else knows them.
* I will ask an adult before opening an email from someone I don’t know.
* I will not share details about myself such as surname, phone number or home address.
* I will ask if I need to look at other people’s work on the computer.
* I will try my hardest to only send messages which don’t upset other people.
* I will ask my teacher before using photos or video.
* If I see something on a screen which upsets me, I will always tell an adult.

I will do my best to follow these rules because I know they are there to keep me and my friends safe. If I don’t follow these rules, I know that my teacher may stop me using technology at school and / or talk to my parents about how I use technology.

**Please keep this copy at home as a useful reference**