

Principal Haughton Academy
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Dear Parent/ Carer

ICT including the internet, email, mobile technologies and online resources have become an important part of learning in our school. We expect all students to be safe and responsible when using any ICT including our FROG virtual learning environment (VLE).

It is essential that students are aware of e-Safety and know how to stay safe when using any ICT.

Students are expected to read and discuss this agreement with their parent/ carer and then to sign and follow the terms of the agreement.

Any concerns or explanation can be discussed with the Principal of Haughton Academy.

Please return the bottom section of this form which will be kept on record at the school.

.....
Parent/ carer signature

We have discussed this document with; [insert your child's name] and we agree to follow the e-Safety rules and the Acceptable Use Agreement and to support the safe use of ICT at Haughton Academy

Parent/ Carer signature

Student signature.....

Tutor Group..... Date



Acceptable Use Agreement: Student Secondary



- I will only use ICT systems in school, including the internet, email, digital video and mobile technologies for school purposes.
- I will not download or install software on school technologies.
- I will only log on to the school network, other systems and resources with my own user name and password.
- I will follow the school's ICT security system and not reveal my passwords to anyone and change them regularly.
- I will only use my school email address.
- I will make sure that all ICT communication with pupils, teachers or others is responsible and sensible.
- I will be responsible for my behaviour when using the internet. This includes resources I access and the language I use.
- I will not browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher.
- I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher.
- I am aware that when I take images of pupils / staff, I must only store and use these for school purposes in line with school policy and must never distribute these outside the school network without the permission of all parties involved. This includes school breaks and all occasions when I am in school uniform or when otherwise representing the school.
- I will ensure that my online activity, both in school and outside school, will not cause my school, the staff, pupils or others distress or bring the school community into disrepute, including through uploads of images, video, sounds or texts.
- I will support the school approach to online safety and not upload or add any images, video, sounds or text that could upset any member of the school community.
- I will respect the privacy and ownership of others' work on-line at all times.
- I will not attempt to bypass the internet filtering system.
- I understand that all my use of the internet and other related technologies can be monitored and logged and can be made available to my teachers.
- I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/ carer may be contacted.
- I will not sign up to online services until I am old enough to do so.