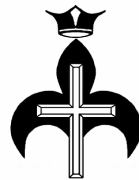


St Mary's CE (VC) First School



Headteacher: Mr J. Harrison B.A Hons
Email: office@stmaryswestmoors.dorset.sch.uk

Station Road
West Moors
Ferndown
Dorset
BH22 0JF
Tel: 01202 874838
Fax: 01202 861826

ICT Acceptable Use Policy

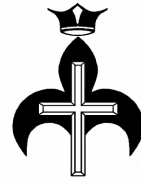
I will read and follow the rules in the Acceptable Use Policy.

I understand that this AUP is regularly reviewed and that there are consequences if I do not follow it

- I will always use what I have learned about e-safety to keep myself safe and will tell a teacher if something makes me worried or unhappy
- I will use school computers for school work and not to upset or be rude to other people
- I will only use my school email account (which ends .sch.uk) in school
- I will not open any email attachments without checking with an adult
- I will only visit websites when there is an appropriate adult nearby (my teacher, teaching assistant or another adult helper).
- I will tell my teacher straight away if I go on a website by mistake or I don't like the look of.
- I will tell a teacher straight away if I see a website that is not my work or receive emails from people I don't know.
- I will look after school ICT equipment and tell a teacher straight away if something is broken or not working properly
- I will not try to download or install any software on school computers
- I will only use the username and password I have been given and I will keep them secret
- I will not allow anyone else access to my area of Merlin, the virtual learning environment (VLE)
- I will save only school work on the school network and will check with my teacher before printing
- I will log off or shut down a computer when I have finished using it and put my laptop (if I used it) carefully away and back onto charge.



St Mary's CE (VC) First School



Headteacher: Mr J. Harrison B.A Hons
Email: office@stmaryswestmoors.dorset.sch.uk

Station Road
West Moors
Ferndown
Dorset
BH22 0JF
Tel: 01202 874838
Fax: 01202 861826

ICT Acceptable Use Policy

We have read and will follow the rules in the Acceptable Use Policy.

We understand that all of our work and internet activity on school ICT equipment can be seen.

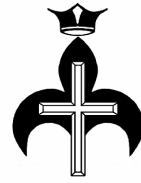
Teacher's Signature **Date**

I am signing in the box below to show that I understand these rules and I will agree to follow them.
If I break these rules, I may not be able to use ICT equipment in school.

Class Signatures



St Mary's CE (VC) First School



Headteacher: Mr J. Harrison B.A Hons
Email: office@stmaryswestmoors.dorset.sch.uk

Station Road
West Moors
Ferndown
Dorset
BH22 0JF
Tel: 01202 874838
Fax: 01202 861826



www.stmaryswestmoors.dorset.sch.uk
A Dorset Education Partnership School