



# Kerem School

## Rules for Responsible ICT Use

**We use the school computers, ipads, laptops and the Internet for learning.  
These rules will help us to be fair to others and keep everyone safe.**

I understand that while I am a member of Kerem School I must use technology in a responsible way.

For my own personal safety:

- I understand that my use of technology (especially when I use the internet) will, be supervised.
- I understand that my use of the internet will be monitored
- I will keep my password safe and will not use anyone else's (even with their permission)
- I will keep my own personal information safe.
- I will tell a trusted adult if anything makes me feel uncomfortable or upset when I see it online.
- I am aware that some websites and social networks have age restrictions and I should respect this.

For the safety of others:

- I will not edit or delete other people's files.
- I will be polite and responsible when I communicate with others
- I will not take or share images of anyone without their permission.

For the safety of the school:

- I will not try to access anything that I am not supposed to.
- I will not try and download anything.
- I will only use my own personal devices if I have permission and then I will use it within the agreed rules.
- I will tell a responsible person if I find any damage or faults with technology, however this may have happened.
- I will not attempt to install programmes on ICT devices belonging to the school unless I have permission.
- I will only use social networking, gaming and chat services through the sites the school allows.

I understand that I am responsible for my actions and the consequences.

I have read and understood the above and agree to follow these guidelines.

Name:

Signed:

Dear Parents

## **Responsible ICT Use**

As part of your child's curriculum and the development of ICT skills, Kerem School provides supervised access to the Internet. We believe that the use of the World Wide Web and e-mail is worthwhile and is an essential skill for children as they grow up in the modern world. With the introduction of iPads we have revised our Internet Safety Policy. Please would you read the attached Rules for Responsible ICT Use and talk about them with your child. Then sign and return the consent form so that your child may continue to use the Internet at school.

Our school Internet provider operates a filtering system that restricts access to inappropriate materials.

Whilst every endeavour is made to ensure that suitable restrictions are placed on the ability of children to access inappropriate materials, the School cannot be held responsible for the nature or content of materials accessed through the Internet. The school will not be liable for any damages arising from your child's use of the Internet facilities.

Our rules also concern the types of communications that pupils make using computers and other technology. We would like your support in helping to ensure that the children at Kerem are using technology in a responsible and polite manner and never in a way that could upset another person or spoil their work.

**We will be holding our annual parents e-safety talk this year. It is strongly advised that you attend this, even if you have been before. We bring in one of the top speakers in the country to discuss e-safety and each year we all learn something new.**

Should you wish to discuss any aspect of Internet use please telephone me to arrange an appointment.

Yours sincerely

Miss Burns and Mr Moses

# Kerem School

## Responsible ICT Use

Please complete, sign and return to the school

***Pupil:***

***Class:***

### **Pupil's Agreement**

I have read and understand the school Rules for Responsible ICT Use. I will use the computer system, iPads and Internet in a responsible way and obey these rules at all times.

***Signed:***

***Date:***

### **Parent's Consent for Internet Access**

I have read and understood the school rules for Responsible ICT Use and give permission for my son / daughter to access the Internet.

I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials.

I understand that my son's / daughter's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Responsible ICT Use Policy.

I understand that the school cannot be held responsible for the nature or content of materials accessed through the Internet.

I understand that the school can, if necessary, check my child's computer/tablet and the internet sites the visit at school and if there is any concern about my child's e-safety or e-behaviour they will contact me.

I agree that the school is not liable for any damages arising from use of the Internet facilities.

I have read the Responsible ICT Use Rules **and I have discussed them with my child.**

***Signed:***

***Date:***

***Please print name:***

*Your agreement of consent will carry through the school. If your circumstances change it is your responsibility to inform the school.*