

Acceptable Use Policy (AUP) for KS2 PUPILS

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| DATE APPROVED BY ST. STEPHEN'S COFE PRIMARY SCHOOL | Autumn 24 | | |
| REVIEW DATE | Autumn 25 | | |
| HEAD TEACHER | E Bachour | DATE | Autumn 24 |
| CHAIR OF GOVERNORS | A Bishop | DATE | Autumn 24 |

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These statements can keep me and others safe & happy at school and home

1. ***I learn online*** – I use school internet, devices and logins for school and homework, to learn and have fun. School can see what I am doing to keep me safe, even when at home.
2. ***I behave the same way on devices as face to face in the classroom, and so do my teachers*** – If I get asked to do anything that I would find strange in school, I will tell another teacher.
3. ***I ask permission*** – At home or school, I only use devices, apps, sites and games if and when I am allowed to. If not sure, I will ask.
4. ***I am creative online*** – I don't just use apps, sites and games to look at things other people made or posted; I also get creative to learn or make things, remembering my 'Digital 5 A Day'.
5. ***I am a good friend online*** – I won't share or say anything I know would upset another person or they wouldn't want shared. If a friend is worried or needs help, I remind them to talk to an adult, or even do it for them.
6. ***I am not a bully*** – I know just calling something fun or banter doesn't stop it may be hurting someone else. I do not post, make or share unkind, hurtful or rude messages/comments, images or videos and if I see it happening, I will tell my trusted adults.
7. ***I am a secure online learner*** – I keep my passwords to myself and reset them if anyone finds them out. Friends don't share passwords!
8. ***I am careful what I click on*** – I don't click on unexpected links or popups, and only download or install things when I know it is safe or has been agreed by trusted adults. Sometimes app add-ons can cost money, so it is important I always check.
9. ***I ask for help if I am scared or worried*** – I will talk to a trusted adult if anything upsets me or worries me on an app, site or game – it often helps. If I get a funny feeling, I talk about it.
10. ***I know it's not my fault if I see or someone sends me something bad*** – I won't get in trouble, but I mustn't share it. Instead, I will tell a trusted adult.
11. ***If I make a mistake I don't try to hide it but ask for help.***
12. ***I communicate and collaborate online*** – with people I already know and have met in real life or that a trusted adult knows about.

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13. *I know online friends might not be who they say they are* – I am careful when someone wants to be my friend. Unless I have met them face to face, I can't be sure who they are.
14. *I never pretend to be someone else online* – it can be upsetting or even dangerous.
15. *I check with a parent/carer before I meet an online friend* the first time; I never go alone.
16. *I don't go live (videos anyone can see) on my own* – and always check if it is allowed. I check with a trusted adult before I video chat with anybody for the first time.
17. *I don't take photos or videos or people without them knowing or agreeing to it* – and I don't create artificial images, videos or deepfakes of others without consent. I never film fights or people when they are upset or angry. Instead ask an adult or help if it's safe.
18. *I keep my body to myself online* – I never get changed or show what's under my clothes when using a device with a camera. I remember my body is mine and no-one should tell me what to do with it; I don't send any photos or videos without checking with a trusted adult.
19. *I can say no online if I need to* – I don't have to do something just because someone dares or challenges me to do it, or to keep a secret. If I get asked anything that makes me worried, upset or just confused, I should say no, stop chatting and tell a trusted adult immediately.
20. *I tell my parents/carers what I do online* – they might not know the app, site or game, but they can still help me when things go wrong, and they want to know what I'm doing.
21. *I follow age rules* – 13+ games, apps and films aren't good for me so I don't use them – they may be scary, violent or unsuitable. 18+ games are not more difficult but very unsuitable.
22. *I am private online* – I only give out private information if a trusted adult says it's okay. This might be my address, phone number, location or anything else that could identify me or my family and friends; if I turn on my location, I will remember to turn it off again.
23. *I am careful what I share and protect my online reputation* – I know anything I do can be shared and might stay online forever (even on Snapchat or if I delete it).
24. *I am a rule-follower online* – I know that apps, sites and games have rules on how to behave, and some have age restrictions. I follow the rules, block bullies and report bad behaviour, at home and at school.
25. *I am part of a community* – I do not say mean things, make fun of anyone or exclude them because they are different. If I see anyone doing this, I tell a trusted adult and/or report it.
26. *I respect people's work* – I only edit or delete my own digital work and only use words, pictures or videos from other people if I have their permission or if it is copyright free or has a Creative Commons licence.

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27. *I am a researcher online* – I use safe search tools approved by my trusted adults. I know I can't believe everything I see online, and I know which sites to trust, and how to double check information I come across. If I am not sure I ask a trusted adult.

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**I have read and understood this agreement. If I have any questions, I will speak to a trusted adult: at school that might mean \_\_\_\_\_**

**Outside school, my trusted adults are \_\_\_\_\_**

I know I can also get in touch with [Childline](#) [if you have an online or physical worry box, insert name/link here too]

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_