



Waterhouses CE (VC)
Primary School

ICT Acceptable Use Policy

Committee	SSBE
Date Approved by Governing Body	10 th June 2015
Last Review Date by Committee	7 th May 2015
Next Review Date by Committee	May 2018

Waterhouses CE (VC) Primary School recognises the importance of ICT in education and the needs of pupils to access the computing facilities available within the School. The School aims to make the ICT facilities it has available for pupils to use for their studies.

To allow for this Waterhouses CE (VC) Primary School requires all pupils' parents to sign a copy of the Acceptable Usage Policy. Listed below are the terms of this agreement. **Please read this document carefully** and sign and date it in order to indicate your acceptance of the Policy on your child's behalf. It is important that your child understands the policy, so please ensure you take time to explain/ discuss this with them.

1. Equipment

1.1 Care of the equipment

All the children will look after all equipment and treat everything with respect.

This includes, making sure that there is no:

- deliberate damage to computer hardware such as monitors, base units, printers, keyboards, mice, i-pads or other hardware.
- Change or removal of software

These actions make it difficult to ensure that the school is able to provide your child with reliable and available computer equipment and it has a cost implication for the school.

2. Internet and Email

2.1 Content Filtering and use of the Internet

Waterhouses CE (VC) Primary School provides a secure layer of internet filtering, designed to remove controversial, offensive or illegal material that would cause your child to be upset.

2.2 Email

As part of your child's work in ICT and other subjects, we offer supervised access to the Internet and **internal** e-mail. On some occasions children are offered the opportunity to use e-mail outside the school, for example to communicate with children from other schools.

The Internet is a rich source of information and provides educational activities which are of great benefit to the children. However there are concerns about inappropriate materials and the school takes a range of measures to minimise these risks:

- All access to the Internet is supervised by adults
- A high level filtering system is in operation.
- Children are not allowed access to chat rooms at any time.
- Children are taught about safe Internet use by their teachers.

3.0 Mobile technologies

For reasons of safety and security your child is not permitted to bring a mobile phone or other technology to school. They should not use his/her mobile or any other technology outside of school in a way that is likely to damage the reputation of the school or risk the welfare of other pupils or adults that work within the school. If inappropriate material is sent to a pupil, it must be reported **immediately** to a member of staff within the school.

Required Signature

PARENTS / CARERS

I have read this Acceptable Use Policy **and I have discussed this with my child.**

I agree for my child _____ Class _____
to use the Internet and email in accordance with the school guidelines.

Signed _____ Parent/Carer

Date: _____

Please return this slip to Waterhouses CE (VC) Primary School.