



GGL Greenside Film Factory – September 2017
KS2 Student Acceptable Use Agreement

These rules will keep me safe and help me to be fair to others.

- I will only use the school's computing equipment for my Greenside & Home Learning.
- I will only edit, copy, share or delete my own files and not look at, change, delete, share or copy other people's files without their permission.
- I will keep my logins and passwords secret.
- I will not bring any type of files into school without permission or upload inappropriate material to my workspace or cloud.
- I am aware that some websites & social networks have age restrictions and I should respect this.
- I will not attempt to visit Internet sites that I know to be banned by the school and/ or could contain inappropriate material.
- I will only e-mail / contact people I know, or a responsible adult has approved.
- The messages I send, or information I upload, will always be polite, sensible and related to Greenside activities.
- I will not open an attachment, or download a file, without first consulting a responsible adult.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission.
- I will never arrange to meet someone I have only ever previously met on the Internet and I will report any such incidents to a responsible adult immediately.
- If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it but I will show / tell a responsible adult immediately.
- I will ensure that I take excellent care of the school issued iPads and handle them with great care so that they do not become damaged in any way.
- I will not download any Apps (including free apps), or change any settings on my iPad, or anyone else's, without explicit permission from a member of the school staff.
- I understand that it is my responsibility to ensure that my iPad is charged, in school and ready for use everyday.

I have read and understand these rules and agree to them.

My Name:

My Signature:

Date: