

Acceptable Use Agreement – Pupils

1. Purpose

This agreement helps everyone in our schools use computers, tablets, the internet, and online systems safely and responsibly.

It protects you, other pupils, staff, and the Trust's data and systems.

2. Using Technology Safely

When using school computers, tablets, or the internet, I will:

- **Use IT responsibly** – for learning, not for anything that could hurt others or break the rules.
- **Keep my logins secret** – I will never share my passwords with anyone.
- **Only use my own account** – I won't try to use someone else's login or pretend to be them.
- **Look after school devices** – I won't damage or change settings on school computers or tablets.
- **Follow staff instructions** – especially when using online learning tools or new software.

3. Online Behaviour

I will:

- **Be kind and respectful** online – just like I would in person.
- **Not bully, tease, or send unkind messages** to anyone.
- **Tell an adult straight away** if I see something upsetting or suspicious online.
- **Not use rude, offensive, or illegal websites** or try to get around the school's internet filters.
- **Not post or share photos, videos, or information** about other people without permission.

4. Personal Devices

- I can only use my own device in school if my teacher or school allows it.
- My device will connect to the **student Wi-Fi** only – not the school's main network.
- I will follow the same rules on my own device as I do on school devices.

5. Data and Privacy

- I understand that the school keeps my personal information safe and secure.

- I will not try to access or share other people's private information.
- I will not take or share pictures or videos of others without permission.

6. Reporting Problems

If something goes wrong — like I see something worrying, lose a device, or think someone knows my password —

I will **tell a teacher or adult at school straight away.**

7. Consequences

I understand that breaking these rules could mean:

- I lose access to school computers or the internet;
- My parents or carers are told;
- Further action may be taken in line with the school's **Behaviour Policy.**

8. Agreement

By signing below, I agree to follow the All Saints Catholic Academy Trust Acceptable Use rules every time I use school technology or go online at school.

Pupil Name Class / Year Signature Date

Parent/Carer Name Signature Date