



Computer Acceptable Use Policy (KS2 Pupils)

Introduction:

The use of the latest technology is actively encouraged at Kent College but with this comes a responsibility to protect both students and the school from abuse of the system.

All pupils, therefore, must adhere to the policy set out below. This policy covers all computers, laptops and electronic devices within the school, irrespective of who is the owner or whether used on or off school premises.

All pupils are expected to behave responsibly on the school computer network, as they would in classrooms and in other areas of the school.

A copy of this policy is available on www.kent-college.co.uk



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Think before you click

C	Care – I will follow instructions for using equipment carefully and I will not have food or water near the computers.
O	Openness – I will tell a teacher if I see something I don't like on my computer or receive a nasty message.
M	Maturity – I will be sensible when going on the internet and using programs, by only looking at pages that the teacher has asked me to use on approved websites.
P	Privacy – I will only login using my own name and password.
U	Understanding – I am aware that anything I do on a computer may be seen by someone else now and in the future.
T	Trust – I will only send e-mails and use the internet with a teacher's permission.
E	Environmentally friendly – I will think carefully before I print or delete work.
R	Responsibility – I will remember to log off properly when I have finished using a computer.

Name:

Signature:

Parent name: Parent signature:

Date: