

## **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, tablets 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.

Regardless whether pupils are using devices at school or at home the internet safety rule should be adhered to at all times.

A copy of this policy is available on [www.kent-college.co.uk](http://www.kent-college.co.uk)



## Computer Acceptable Use Policy (KS2 Pupils)

### Use of IT in school

I will take **care** of any IT equipment (Computers and iPads) I use in school.

I will not have any food or water near IT equipment (Computers and iPads).

I will be **environmentally friendly** by thinking carefully before I print.

I will **log off** when I have finished using a computer to keep myself safe.

I will be an **Internet Legend** by being:

**Sharp**  
**Alert**  
**Secure**  
**Kind**  
**Brave**

Being an Internet Legend means being Sharp, Alert, Secure, Kind and Brave. To demonstrate these qualities, I plan to stick to the following guidelines:



### Think Before You Share

I will thoughtfully consider what I share and with whom, and keep extra-sensitive information to myself (e.g. home address, current location, other people's business).



### Check it's For Real

I will watch out for phishing and scams, and report questionable activity every time.



### Protect Your Stuff

I will take responsibility for protecting important information by crafting strong and unique passwords with characters, numbers, and symbols.



### Respect Each Other

I will spread positivity and use the skills I have learned to block and report negative behaviours.



### When in Doubt, Discuss

I will use my voice when I notice inappropriate behaviour and seek out a trusted adult to discuss situations that make me uncomfortable. Because that's what it takes to be a safer, more confident explorer of the online world.

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This policy is reviewed at least every year.

Last revised: Jan 2018

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