

Blessed Dominic Catholic Primary School

"Love Learn Believe"



Foundation and KS1 Acceptable Use Policy Agreement

Date of policy September 2023
Next Review: September 2024

Mission Statement

At Blessed Dominic Catholic Primary School, we pride ourselves on being a culturally diverse family.
We seek to instil, in every child that we nurture, the joy and wonder of learning.

As we journey together with Christ, we develop children's resilience, intellectual curiosity and creativity through our positive learning behaviours. We nurture and cherish the unique talents of all, to empower them to flourish and grow into life-long learners.

Our mission is to show love, promote learning and belief in God our Father.

LOVE – LEARN- BELIEVE

Acceptable Use Policy (AUP)

We ask all children, young people and adults involved in the life of Blessed Dominic Catholic Primary School to sign an Acceptable Use* Policy (AUP), which outlines how we expect them to behave when they are online, and/or using school networks, connections, internet connectivity and devices, cloud platforms and social media (both when on school site and outside of school).

1. (I have read and understood Blessed Dominic's full Online Safety policy and agree to uphold the spirit and letter of the approaches outlined there, both for my behaviour as an adult and enforcing the rules for pupils/students. I will report any breaches or suspicions (by adults or children) in line with the policy without delay.
2. At the start the year children will engage in discussions about life online. Use the quick audit of pupils' life online in 2021 (Appendix 1) at safesummer2020.lgfl.net and use the questions in the online quiz at digisafedigest.lgfl.net . For children with additional need Appendix 2 will support their understanding of these statements.
3. I understand it is my duty to support a whole-school safeguarding approach and will report any behaviour which I believe may be inappropriate or concerning in any way to the Designated Safeguarding Lead (if by a child) or Headteacher/Principal (if by an adult).
4. Listed for my role in the school's Online Safety policy (staff please note that the 'all staff' section applies as well as any other category) and agree to abide by these.
5. I understand that internet and device use in school, and use of school-owned devices, networks and cloud platforms out of school may be subject to filtering and monitoring. These should be used in the same manner as when in school.
6. I understand that I am a role model and will promote positive online safety and model safe, responsible and positive behaviours in my own use of technology, including on social media: not sharing other's images or details without permission and refraining from posting negative, threatening or violent comments about others, including the school staff, volunteers, governors, contractors, pupils or other parents/carers.
7. I will not contact or attempt to contact any pupil or to access their contact details (including their usernames/handles on different platforms) in any way other than school-approved and

school-monitored ways, which are detailed in the school's Online Safety Policy. I will report any breach of this by others or attempts by pupils to do the same.

8. Details on social media behaviour, the general capture of digital images/video and on my use of personal devices is stated in the full Online Safety policy. If I am not sure if I am allowed to do something in or related to school, I will not do it.
9. I understand the importance of upholding my online reputation, that of the school and of the teaching profession), and I will do nothing to impair either. More guidance on this point can be found in this [Online Reputation](#) guidance for schools and in Blessed Dominic social media policy/guidance.
10. I understand that school systems and users are protected by security, monitoring and filtering services, so my use of school devices (regardless of time, location or internet connection) and networks/platforms/internet/other technologies, including encrypted content, may be monitored/captured/viewed by these systems and/or relevant/authorised staff members.
11. I agree to adhere to all provisions of the school Data Protection Policy at all times, whether or not I am on site or using a school device, platform or network, and will ensure I do not access, attempt to access, store or share any data which I do not have express permission for. I will protect my passwords/logins and other access, never share credentials and immediately change passwords and notify my class teacher if I suspect a breach. I will not store school-related data on personal devices, storage or cloud platforms. USB keys, where allowed, will be encrypted, and I will only use safe and appropriately licensed software, respecting licensing, intellectual property and copyright rules at all times.
12. I will use school devices and networks/internet/platforms/other technologies for school business and I will never use these to access material that is illegal or in any way inappropriate for an education setting. I will not attempt to bypass security or monitoring, will look after devices loaned to me, and will notify the school of "significant personal use" as defined by HM Revenue & Customs.
13. I will not support or promote extremist organisations, messages or individuals, nor give them a voice or opportunity to visit the school. I will not browse, download or send material that is considered offensive or of an extremist nature by the school.
14. I understand and support the commitments made by pupils/students, parents and fellow staff, governors and volunteers in their Acceptable Use Policies and will report any infringements in line with school procedures.
15. I will follow the guidance in the Online Safety Policy for reporting incidents but also any concerns I might think are unimportant – I understand the principle of 'safeguarding as a jigsaw' where my concern might complete the picture, but only if I tell somebody. I have read the sections on handling incidents and concerns about a child in general, sexting, bullying, sexual violence and harassment, misuse of technology and social media.
16. I understand that breach of this AUP and/or of the school's full Online Safety Policy here may lead to appropriate staff disciplinary action or termination of my relationship with the school and where appropriate, referral to the relevant authorities.

Appendix 1:

My name is _____

To stay **SAFE online and on my devices**, I follow the Digital 5 A Day and:

1. I only **USE** devices or apps, sites or games if a trusted adult says so
2. I **ASK** for help if I'm stuck or not sure
3. I **TELL** a trusted adult if I'm upset, worried, scared or confused
4. If I get a **FUNNY FEELING** in my tummy, I talk to an adult
5. I look out for my **FRIENDS** and tell someone if they need help
6. I **KNOW** people online aren't always who they say they are
7. Anything I do online can be shared and might stay online **FOREVER**
8. I don't keep **SECRETS** or do **DARES AND CHALLENGES** just because someone tells me I have to
9. I don't change **CLOTHES** or get undressed in front of a camera
10. I always check before **SHARING** personal information
11. I am **KIND** and polite to everyone

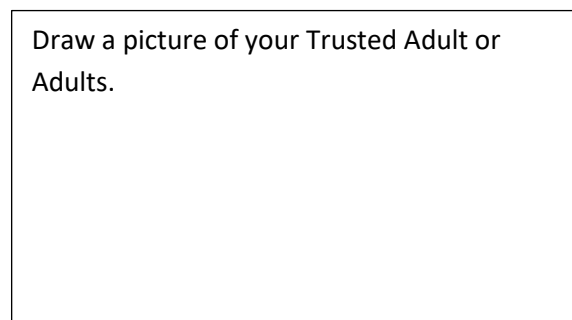
✓

My trusted adults are:

_____ at school

_____ at home

Draw a picture of your Trusted Adult or Adults.



Appendix 2:



What I Must do to Keep Safe Online and With Devices



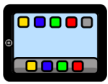
Online means anything connected to the internet. Most devices



and apps are connected to the internet.



Devices are technology like: computers, laptops, games consoles,

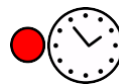


tablets and smart phones.



I will only use the devices I am allowed to use.

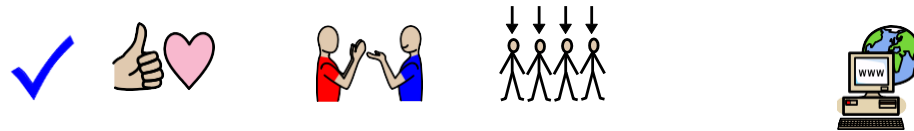
I will ask a trusted adult before I use new websites, games or



apps.



I will ask for help if I'm stuck or not sure.



I will be kind and polite to everyone online.



I will tell a trusted adult if I feel worried, scared or nervous when I am using a device.

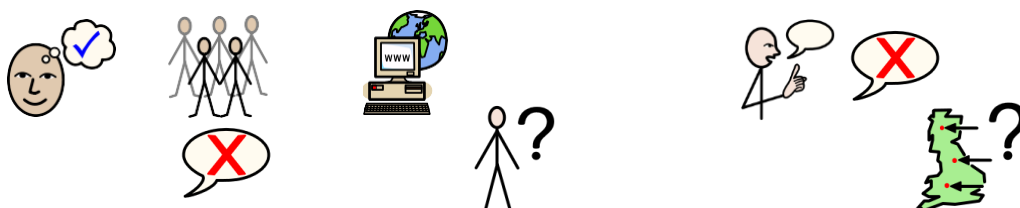


I will tell a trusted adult if I feel sad, angry or embarrassed when I am using a device.



I will tell a trusted adult if I feel bad or unsafe when I am using a device.

I know people online sometimes tell lies.

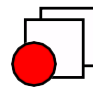


They might lie about who they are or where they live.



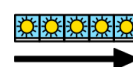
I never have to keep secrets from my trusted adults.

I will not change clothes or undress in front of a webcam.



I will always ask a trusted adult before telling anyone my private

information or location.



I know that anything I do or say online might stay there forever.



It can be given to my family, my friends or strangers.



This could make me feel sad or embarrassed.



My trusted adults are _____ at school





My trusted adults are _____ at home

My name is _____



For parents/carers

To find out more about online safety, you can read Blessed Dominic Catholic Primary School's full Online Safety Policy for more detail on our approach to online safety and links to other relevant policies can be found on <https://www.blesseddominicprimary.co.uk/our-school/policies> .

You can find support and online safety resources for parents at parentsafe.lgfl.net

Acceptable Use Policy (AUP)

Staff Agreement Form

User Signature

- I agree to follow all the points above.
- I will use the internet responsibly and make sure I follow the school rules on Online Safety.
- I will report any incidents to a trusted adult at home (parents/carers) or at school (teachers).

Signature

Date.....