



WEST OXFORD C P SCHOOL

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Information and Communications Technology Pupil Acceptable Use Agreement / eSafety Rules

Dear Parent or Carer

ICT, including internet, email and mobile technologies, has become an important part of learning in our school. We expect all children to be safe and responsible when using any form of ICT.

Please read and discuss these eSafety rules with your child and sign the form to confirm that they agree to follow these rules.

- ❖ I will only use ICT in school for school purposes.
- ❖ I will only use the school email address when emailing.
- ❖ I will only open email attachments from people I know or who my teacher has approved.
- ❖ I will not tell other people my ICT passwords.
- ❖ I will only open/delete my own files.
- ❖ I will make sure that all ICT contact with other children and adults is responsible, polite and sensible.
- ❖ I will never deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately.
- ❖ I will never give out my own details such as my name, telephone number or address.
- ❖ I will never arrange to meet someone.
- ❖ I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- ❖ I know that my use of ICT can be checked and that my parent/carer will be contacted if a member of staff is concerned about my eSafety.

We have discussed this and my child agrees to follow the eSafety rules and to support the safe use of ICT at West Oxford Community Primary School.

Child's Name Class

Parent / Carer signature Date

Please return to the school office.