



**These rules will keep me safe and help me to be fair to others.**

1. I will only use the School's computers for schoolwork and homework.
2. I will only edit or delete my own files and not look at, or change, other people's files without their permission.
3. I will keep my logins and passwords secret.
4. I will not bring files into School without permission or upload inappropriate material to my workspace.
5. I am aware that some websites and social networks have age restrictions and I should respect this.
6. I will not attempt to visit Internet sites that I know to be banned by the school.
7. I will not bring an internet enabled phone into School.
8. I will only e-mail people I know, or a responsible adult has approved.
9. The messages I send, or information I upload, will always be polite and sensible.
10. I will not open an attachment, or download a file, unless I know and trust the person who has sent it.



- 11. I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission.
- 12. I will never arrange to meet someone I have only ever previously met on the Internet, unless my parent/carer has given me permission and I take a responsible adult with me.
- 13. If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it but I will show a teacher/responsible adult.

**I have read and understand these rules and agree to them.**

Signed:.....Date: .....

Name: ..... Class: .....