

St Margaret's CE Primary School – E-Safety Policy for KS2 Children

Policy Statement

At St Margaret's, we want all of our children to be safe. It is important that we help you stay safe using new technology. We hope that you will know how to use ICT safely at home as well as in school.

Use of the ICT – ICT can make learning exciting. We have to make sure we look after the ICT we have in school as it costs a lot of money! All the adults at school have to make sure you are safe using our technology. We hope this does not stop your learning, but support your education.

Use of the Internet – the Internet should only be used to help you enjoy, learn and achieve in school. We need to work together to make sure you do not access anything inappropriate. If you are unsure, or if you come across anything you feel is wrong, you should turn your computer monitor off and let your teacher know.

Logins and Passwords – each class has its own username and password. Passwords used at home or for the class blog must be kept safe. If you think someone else may have your details you should have your password changed.

User Areas - your user area is provided for you to save school work. It is not to be used to save music or other files that you have brought in from home. Teachers can check to see the work you have saved.

Social Networking – we do not allow social networking in our school. Most social networking sites are not for children. You should always tell an adult (at school or at home) what websites you are going on. It is really important you are only using sites designed for your age. Never take inappropriate pictures of yourself and send to your friends or upload onto social networking sites. Never forward inappropriate pictures that you have received from somebody else. In some circumstances this can be an illegal act.

Copyright - you should never take information from the internet and use it as your own. A lot of information is copyright, which means that it is owned by somebody else and it is illegal to use this information without permission from the owner. If you are unsure, ask your teacher.

Good manners – when posting posts or comments on blogs, you must always remember to be polite. We must be kind to each other.

Mobile Phones – mobile phones are not allowed in school. If you bring one in by accident, it must be handed in to the office. If you have a mobile phone at home, you must make sure you know who you are talking to.