



Wingham Primary School

Respect Inclusive Creative Hardworking

School Lane, Wingham, Canterbury, CT3 1BS

Tel: 01227 720277 Email: office@winghamprimary.co.uk
www.winghamprimary.org.uk

Ms E Douglas BA, PGCE, NASENCO Head of School

Mrs H Clements BA Ed (Hons) NPQH Executive Headteacher

Pupil Acceptable Use of Technology

Key Stage 2 (7-11)

I understand that the schools Acceptable Use Policy will help keep me safe and happy online at home and at school.

Safe

- I will be kind and respectful online, just like I am in school.
- I will only share pictures or videos online if they are safe, kind, and I have asked for permission first.
- I will only click on links if I know what they do, or I will ask a safe adult first.
- I will only chat with people I know online, or I will ask a safe adult to help me decide if someone I don't know is safe to speak with online.
- If someone online asks to meet me, I will tell a safe adult straight away.

Learning

- I follow the school rules about mobile phones and smart technology. If I bring a mobile phone or smart device to school I will not use it during the school day, unless a member of staff has agreed this.
- I always ask permission from an adult before using the internet.
- I only use websites, tools and/or search engines that my teacher has chosen or given me permission to use.
- I use school devices for school work unless I have been told otherwise.
- If I need to learn online at home, I will follow the same rules in this policy.

True

- I know that some things or people online might not be honest or truthful.
- If I'm unsure if something online is true, I will check other websites, books, or ask a safe adult.
- I always credit the person or source that created any work, images, or text I use.
- I will not put personal information about me or anyone else into AI tools.



Preston & Wingham Primary Schools Federation



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- I will not use AI to make fake images, voices, videos or messages about other people.

Responsible

- I keep my personal information safe and private online.
- I will keep my passwords safe and will not share them.
- I will not access or change other people's files or information.
- I will only change the settings on a device if a member of staff has allowed me to.

Tell

- If I see anything online that makes me feel worried, upset, or frightened, I will shut the laptop lid and tell an adult immediately.
- If I am aware of anyone being unkind or unsafe with technology, I will report it to a teacher.
- If an AI tool shows me something worrying, unkind, rude, violent, confusing or unsafe, I will stop and tell a safe adult.
- I understand that the adults at school are responsible for keeping me safe; they may need to speak to other safe adults, or my parents/carers, if I tell them about something that has happened online.
- I can visit www.ceopeducation.co.uk and www.childline.org.uk to learn more about being safe online or to seek help.

Understand

- I understand that the school internet filter is there to protect me, and I will not try to bypass it.
- I know that all school owned devices and networks are checked/monitored to help keep me safe, even if I use them at home. This means someone at the school may be able to see and/or check my online activity when I use school devices if they are worried about my or anyone else's safety or behaviour.
- If I bring a mobile phone or other device to school, I will follow the rules. I know that it is to be handed in to the office and then collected at the end of the school day. I will not use it during the school day unless a member of staff has agreed this.



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- I understand that my behaviour online can affect others and I will not behave in a way that will upset, frighten or embarrass others.
- I have read and talked about these rules with my parents/carers.
- I know that if I do not follow the school rules then:
 - I will be spoken to by Mrs Clements/Ms Douglas and my parents informed

Acceptable Use of Technology Policy – Agreement

I, with my parents/carers, have read and understood the federation 's Acceptable Use of Technology Policy (AUP).

I agree to follow the AUP when:

1. I use school devices and systems both on site and at home.

Name.....

Signed.....

Class.....

Date.....

Parent/Carer's Signature.....

Date.....



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