



Millfield L.E.A.D. Academy

A L.E.A.D. Academy

Pupil Acceptable Use Agreement

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Key Stage 2 (7–11)

Safe

- I only send messages which are polite and friendly.
- I will only post pictures or videos on the internet if they are appropriate, and if I have permission.
- I only talk with and open messages from people I know, and I only click on links if I know they are safe.
- I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to an adult.

Trust

- I know that not everything or everyone online is honest or truthful.
- I will check content on other sources like other websites, books or with a trusted adult.
- I always credit the person or source that created any work, image or text I use.

Responsible

- I always ask permission from an adult before using the internet.
- I only use websites and search engines that my teacher has chosen.
- I use Millfield LEAD Academy computers for schoolwork, unless I have permission otherwise.
- I will not use my own personal devices/mobile phone. (Year 6 only allowed to bring a mobile phone into school)
- I keep my personal information safe and private online.
- I will keep my passwords safe and not share them with anyone.
- I will not access or change other people's files or information.
- I will only change the settings on the computer if a teacher has allowed me to.

Understand

- I understand that the Academy internet filter is there to protect me, and I will not try to bypass it.
- I know that my use of Millfield LEAD Academy devices/computers and internet access will be monitored.
- I have read and talked about these rules with my parents/carers.



- I can visit www.thinkuknow.co.uk and www.childline.org.uk to learn more about being safe online.
- I know that if I do not follow the Academy rules then:
 - I will have my internet use suspended for a period of time
 - Not be allowed to access the internet at all (serious offenses)
 - Consequences in line with the school behaviour policy

Tell

- If I am aware of anyone being unsafe with technology, I will report it to a teacher.
- I always talk to an adult if I'm not sure about something or if something happens online that makes me feel worried or frightened.
- If I see anything online that I shouldn't or that makes me feel worried or upset then I will minimise the page and tell an adult straight away

Millfield LEAD Academy Acceptable Use Agreement – Pupil

I, with my parents/carers, have read and understood the Acceptable Use Agreement (AUA).

I agree to follow the AUA when:

1. I use Millfield LEAD Academy systems and devices, both on and offsite
2. I use my own devices in Millfield LEAD Academy when allowed, including mobile phones, gaming devices, and cameras
3. I use my own equipment out of the Academy, in a way that is related to me being a member of the Millfield LEAD Academy community, including communicating with other members of the Academy or accessing Millfield LEAD Academy email, learning or website.

Name..... Signed.....

Class..... Date.....

Parent's/Carer's Name.....

Parent's/Carer's Signature.....

Date.....