



**Brunshaw Primary School
Acceptable Use Policy for Pupils
(Revised September 2025)**

The computer & tablet systems owned by the school are made available to staff, pupils and community learners to support and enhance education.

Please note that, unless parents/carers specifically inform us otherwise, we assume all pupils have permission to use the internet.

Through the use of appropriate monitoring and filtering software, Brunshaw Primary School will endeavour, wherever possible, to provide a safe and secure environment for its users. However, please be aware that we cannot guarantee complete safety from inappropriate material. The responsibility must also lie with each individual to use ICT in a safe, sensible and responsible way.

It is expected that as a pupil of Brunshaw Primary School I will agree to:

- Use only my personal login, passwords and user names
- Never access technology using someone else's login, password or username
- Never purposefully access or distribute material which may be considered offensive to others (this includes, racist, abusive, inappropriate material)
- Report any offensive material immediately to the teacher in charge of the lesson
- Not waste lesson time playing non-educational games or accessing sites other than those I have been directed to
- Not download material, including games, without permission from my teacher
- Never share my, any other pupil's, or the school's address, telephone number or any other personal information online
- Never access the internet through means other than the school's devices whilst on school grounds e.g. on a mobile phone, tablet or games console
- Be polite, respectful and friendly to those contacted through digital technology
- Never access other people's work through the server unless given permission by my teacher
- Report to my teacher any unpleasant messages sent to me or accessed by me accidentally. This report will be confidential
- Never use technology in a way which would be damaging to the school or staff's, reputation. This includes making comments about the school and staff outside of school premises using social media technology

Remote Learning:

- To complete my lesson in a room or area where I can concentrate without distractions
- To follow the same behaviour expectations that we have in school
- To complete and submit directed tasks on time
- Recording of the sessions in any way is prohibited

I understand that Brunshaw Primary School uses On Guard software on devices connected to the internet. I understand that On Guard checks everything that gets typed into any computer, no matter what the program is, in real time. Using its own Artificial Intelligence, it decides if it needs to be investigated and takes a screenshot of what was written to pass it on to a member of school staff for further investigation. I understand that I can be identified through my login details and device number.

I understand that violating any of the above could result in my temporarily being unable to use school technology and in severe cases could result in temporary, or permanent, exclusion. In extreme cases, the police will be informed and criminal prosecution may follow.

Name:
Signed:

Date: