

**Oakdene Primary School**  
**Internet Use Policy for pupils**

I will only access the system with my class login name and password.

I will not access other people's files, or damage their work and data.

I will only use the Internet when I have permission and am supervised by a teacher.

I will use the Internet only for activities and work set by school.

I will only e-mail people my teacher has approved, and not use the Internet for private messages.

I will respect the privacy of others. I will not publish their names, addresses, phone numbers or photographs.

I will not give my home address or telephone number, or arrange to meet someone, through the Internet.

I will not use work from the Internet as if it was my own. I will give credit to the sources of materials included in my work.

I will not try to find or use unacceptable material from the Internet.

I will report any unpleasant material or messages sent to me. I understand this report would be confidential and would help protect other pupils and myself.

I will not use school resources to subscribe to any goods or services, nor buy or sell using the Internet.

I will not download software from the Internet unless this is authorised by the teacher.

I will not bring in disks, CD's or electronic data from outside school unless I have been given permission.

I will not send unsuitable emails. The messages I send will be polite, responsible and signed in my name.

I will not send anonymous messages.

I will not take part in any activity that goes against school rules or government legislation.

I understand that the school may check my computer folder and may monitor the Internet sites I visit.

I will not post negative comments about Oakdene on social media.

*Remember that access is a privilege, not a right and that access requires responsibility!*

**Sanctions**

Any breach of this policy may lead to the following sanctions:

1. A temporary or permanent ban on Internet use.
2. Pupils' parents being contacted.

3. Other external agencies being contacted.

**Oakdene Primary School**  
**Web Site Policy**

1. The Headteacher will have editorial responsibility for the school Web site and will ensure that content is accurate and the quality of presentation is maintained.
2. The Web site will comply with the school's guidelines for publications.
3. There will be no link between photographs and individual pupil information.
4. Only images of pupils in appropriate dress will be used.
5. No personal information relating to pupils will be included on our Web site (e.g. email addresses or phone numbers).
6. The point of contact on the Web site will be the school address, telephone number and email address.
7. Information, work or photographs produced by or relating to pupils will only be used if parental permission has been given.

Name of Child..... Class.....

I will adhere to the School Internet Policy.

Signed (Child).....

I acknowledge receipt of the Internet and Web site Policy.

Signed (Parent).....