



Acceptable Use Statement

Pupils and Parents

Formally adopted by the Governing board on:

Headteacher: Mrs N Hall October 2025

Chair of Governors: Mr D Hall October 2025

Online Safety Rules:

At Mulbarton Primary School, pupils are expected to:

- Only use IT on the school premises for studying purposes
- Use the class email address when sending or receiving emails
- Only open email attachments from people who know them or people who the teachers have approved
- Make sure IT communication with other pupils and adults is polite and responsible
- Be responsible for their behaviour while using IT
- Inform their class teacher of anything else they see online which makes them feel uncomfortable
- Understand that their use of IT can be checked and that parents /carers will be contacted if a member of school staff is concerned about a pupil's safety
- Be careful when using computer equipment and treat it with respect
- Abide by the rules regarding bringing personal devices into school
- Seek the advice of a teacher before downloading material
- Take care of school owned devices when using them

Pupils will not:

- Try to bypass the internet settings and filtering system
- Search for, view, download or upload anything inappropriate when using the internet
- Share passwords
- Delete or open other people's files or documents
- Use other people's accounts
- Send any content which is unpleasant. If something is found, such as inappropriate images or the use of offensive language, pupils will report it to their teacher
- Share details of their name, phone number or address
- Open any emails from people they don't know
- Meet someone they have contacted online, unless it is part of a school project and/or a responsible adult is present
- Upload images, sound, video or text content that could upset pupils, staff and others
- Try to install software onto the school network
- Use school owned devices to go on personal social media accounts

Parents will:

- Support and uphold the school's rules regarding the use of school IT systems
- Act in accordance with the school's policy when using the internet in relation to the school, its employees and pupils
- Only use photos of their own child taken at school events for their own personal use. I.e: images are not to be put on social media sites

