

Key Stage 3-5: Acceptable Use Agreement

This agreement sets out how I will use digital technology responsibly, safely and respectfully, both in, and outside school. I understand that the school's systems, Wi-Fi and devices are **filtered and monitored** to help keep everyone safe. I also understand that misuse of technology, whether using school systems or personal devices, may lead to sanctions.

Responsible use of technology

- I will use the internet, digital tools and devices to support my learning and appropriate school activities.
- I understand that my online behaviour, both in and out of school, reflects on me and the school and must not cause harm, distress or bring the school into disrepute.

Accounts, security and systems

- I will keep my logins, passwords and account details secure and never share them with others.
- I will not try to access, change or delete anyone else's files or accounts.
- I will not use VPNs, mobile data (hotspots), proxy sites or any other tools to get around the school's internet filters, monitoring or security controls.
- I will be careful when opening links or attachments and will report anything suspicious.

Mobile phones and personal devices

- I understand my school is a mobile phone and smartwatch free environment
- I will not use personal devices (including mobile data) to avoid school filtering, monitoring or safeguards.
- I will not take photos, videos or audio recordings of others, or share them, without permission.
- I understand that misuse of mobile devices will be treated in the same way as misuse of school technology.

Artificial Intelligence (AI)

- Where permitted, I may use school provided AI tools to support and enhance my learning, with guidance from my teachers.
- I understand that AI content can be inaccurate, biased or misleading and I will check outputs carefully.

- I will ensure that all work I submit is my own and reflects my effort, and I will follow school rules on acknowledging AI use.
- I will not upload personal, confidential or school information into AI tools.
- I will not misuse AI, including creating deepfakes, impersonation, or inappropriate or harmful content.
- I will not use AI agents or automated tools to control my devices, complete tasks or produce work on my behalf, except where explicitly directed by a teacher.

Respectful and safe behaviour online

- I will not use technology to bully, harass, threaten, impersonate or upset others.
- I will not create, share or engage with content that is offensive, harmful, discriminatory, extremist, illegal or sexual.
- I understand that messages, posts, screenshots and recordings can be shared beyond their original audience and I will act responsibly.
- I will not share screenshots, recordings or private messages from others without consent.

Personal safety and wellbeing

- I will not share personal information about myself or others unless a trusted adult has approved it.
- I will only use apps, games, websites and AI/chatbots that meet age requirements and are permitted by the school.
- I will manage my screen use responsibly and recognise when apps or platforms are designed to keep my attention.
- I understand that people online may not be who they claim to be and I will never arrange to meet someone I have only met online without a trusted adult.

Getting help

- If I see or receive anything online that makes me feel worried, unsafe or uncomfortable, I will not respond and will talk to a trusted adult.
- I know who my trusted adults are at school and at home.
- If I cannot speak to them, I know I can contact Childline (0800 1111) or report concerns via CEOP.

The trusted adults I can talk to if I have concerns about e-safety are:

I have read and understand these rules and agree to them.

Signed: _____ **Date:** _____