

## ONLINE SAFETY AGREEMENT (PUPILS)



St John's School  
LEATHERHEAD

This Online Safety Agreement is intended to ensure that pupils will be responsible users and stay safe while using the internet and other digital technologies for educational, personal and recreational use.

### **Pupil agreement:**

I will be responsible for my behaviour when using the internet, including social media platforms, games and apps. This includes the resources I access and the language I use.

I understand that I must use school systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the systems and other users.

I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to a teacher, tutor or trusted adult.

I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it online. If I am concerned or upset about anything I see on the internet or any messages that I receive, I know I can talk to a number of adults at school.

I will not send anyone material that could be considered threatening, bullying, offensive or illegal.

I will keep my username and password safe and secure. I will not share it, nor will I try to use any other person's username and password. I understand that I should not write down or store a password where it is possible that someone may steal it.

I will not arrange a face-to-face meeting with someone I meet online unless I have discussed this with my parents or tutor/teacher and am accompanied by a trusted adult.

I will not disclose or share personal information about myself or others when online (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc.)

### **When using the internet for research or recreation, I recognise that:**

I should ensure that I have permission to use the original work of others in my own work.

Where work is protected by copyright, I will not try to download copies (including music and videos).

When I am using the internet to find information, I should take care to check that the information I access is accurate, as I understand that the work of others may not be truthful and may be a deliberate attempt to mislead me.

I understand that I am responsible for my actions, both in and out of school.

I understand that the School also has the right to discipline me if I am involved in incidents of inappropriate behaviour, that are covered in this agreement, when I am out of school and where they involve my membership of the School community (examples would be online bullying, use of images or personal information).

I understand that if I fail to comply with this Online Safety Agreement, I may be subject to disciplinary action. This could include sanctions, loss of access to the School network/internet, detentions. The School will contact parents and in the event of illegal activities, the School will involve the police.

I understand that my internet use at St John's School will be monitored, logged and reviewed.

I understand that these rules are designed to keep me safe and that if I choose not to follow them the School may contact my parents/carers.

I have discussed this Online Safety Agreement with my parents/carers and agree to follow the rules set out above.