



## **E-Safety Awareness**

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Status	Recommended
Audience	Governors, Head teachers, Teachers, Parents and Students
Issued	September 2016
Reviewed	22.11.17 / 13.11.18, November 2019

## THE PRESCOT SCHOOL E SAFETY AWARENESS

<b>Policy Approved: September 2016</b>
<b>Implementation Date: September 2016</b>
<b>Review Date: 22.11.17 / 13.11.18, November 2019</b>

### **e- Safety awareness for students**

I am encouraged to use and be aware of the safety rules and procedures which regulate my use of the ICT resources, including INTERNET. At Prescott School, I am encouraged and allowed to access the curriculum network and the Internet, enabling me to use vast resources and communicate, in support of research and education.

I will use these facilities for educational purposes and in an appropriate manner. I am responsible for my behaviour and communication. I know that any breach of the rules will be considered a disciplinary matter.

- I know access to the networked resources is a privilege. I am encouraged to make use of the Internet in support of my studies in all subjects.
- I need to make sure I am supervised when I use the Internet at school or at home.
- I will not access, create or display any material (images, sounds, text, and video) which is likely to cause offence, inconvenience or anxiety to myself and others.
- I will follow my teacher's instructions carefully.
- I must have permission from my parents/carers before I can use the Internet for my own independent research at school.
- I will endeavour to work with a friend when I am browsing the Web and ask "Is it true?" I do not assume that information published on the Web or written in an e-mail is accurate or true.
- I will keep my username and password private and will not tell anyone what they are.
- When I use e-mail, I will only write to 'net pals' or mentors approved by my teacher in school.
- I will be careful about what I write. I will check my work before I print or send anything. I will not use bad language. I will not write racist, sexist, abusive, homophobic or aggressive words. I will not write things that could upset and offend others as I could give myself and the school a bad name.
- I will not ever give personal information about myself or anyone else, such as our address, telephone number and private details in an e-mail or on a Website. I know I could put myself or others in danger.
- I will not respond to bad e-mail messages. I will let my teachers know immediately if I am sent anything I do not feel comfortable with.
- I will be a wise net surfer. I will not go to sites or download any materials, which are offensive, violent and pornographic.
- I will always respect the privacy of other users' files.
- I will report any incident that breaches the Acceptable Use Policy rules immediately to my teacher.

- I know that I can go to [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) for help.

- **REVIEW**

The Reviewing of this policy will take place each academic year.