

## Appendix 2: Acceptable use agreement for older pupils

### Acceptable use of the academy's ICT facilities and internet: agreement for pupils and parents/carers

Name of pupil:

#### When using the academy's ICT facilities and accessing the internet in academy, I will not:

- Use them for a non-educational purpose
- Use them without a teacher being present, or without a teacher's permission
- Use them to break academy rules
- Access any inappropriate websites
- Access social networking sites (unless my teacher has expressly allowed this as part of a learning activity)
- Use chat rooms
- Open any attachments in emails, or follow any links in emails, without first checking with a teacher
- Use any inappropriate language when communicating online, including in emails
- Share any semi-nude or nude images, videos or livestreams, even if I have the consent of the person or people in the photo
- Share my password with others or log in to the academy's network using someone else's details
- Bully other people
- Use AI tools irresponsibly and will only use AI tools in line with Academy or Trust policies.
- Not use AI to generate coursework, essays, or exam content and declare AI use in coursework, assignments, and assessments, where allowed.

I understand that the academy will monitor the websites I visit and my use of the academy's ICT facilities and systems.

I will immediately let a teacher or other member of staff know if I find any material which might upset, distress or harm me or others.

I will always use the academy's ICT systems and internet responsibly.

I understand that the academy can discipline me if I do certain unacceptable things online, even if I'm not in academy when I do them.

Signed (pupil):

Date:

**Parent/carer agreement:** I agree that my child can use the academy's ICT systems and internet when appropriately supervised by a member of academy staff. I agree to the conditions set out above for pupils using the academy's ICT systems and internet, and for using personal electronic devices in academy, and will make sure my child understands these.

Signed (parent/carer):

Date: