

When using Information & Communications Technologies (ICT) at Welbourn School, I will always be a good digital citizen. This means that;

1. I will be a confident and capable user of ICT

- Handle iPads with care
- Know how to turn iPads and computers on and off
- Know how to login and open apps independently

2. I will use ICT for learning as well as other activities

- Use the apps I am allowed

3. I will think carefully about whether the information I see online is true

- Seek help to check that what I find is true

4. I will be able to speak the language of digital technologies

- Learn the ICT words I need (such as power button, volume button, home screen, app, iPad etc.)

5. Understand that I may experience problems when I use technology but that I will learn to deal with them

- Know what to do when Hector the dolphin appears on the screen
- Turn off the screen when I see something I don't think I should see
- If something is not working, STOP and ask for help

6. I will always use ICT to communicate with others in positive, meaningful ways

- Think about other people's feelings

7. I will be honest and fair in all of my actions using ICT

- Make sure that an adult can see me when I am using a device
- Take turns, share and be fair
- Go on the internet only when I have permission

8. I will always respect people's privacy and freedom of speech online

- Ask an adult before sharing any work or photos

9. I will help others to become a better digital citizen

- Try to help others
- Ask an adult for help if something isn't right



ICT Responsible Use Agreement

Signing page

Student declaration

I have discussed my 'ICT Responsible Use Agreement' with my parent(s)/caregiver(s) and understand the responsibilities involved in being a good digital citizen.

I understand that these guidelines for 'Responsible Use' are to be followed when using any technology whilst at Welbourn School or whilst on any school activity. I am aware that this may include the use of a device that the school does not own.

I understand that if I breach this 'Responsible Use Agreement', I may lose access to school ICT services including the use of the internet, on school owned devices or any personally owned device used at school.

My parent/caregiver gives me permission to use the internet and other ICTs while at school.

Student full name: _____

Date: _____

Parent/Caregiver

As a parent of the student identified above, I have discussed the "Responsible Use Agreement" with my child and ensure they understand to the best of their ability, the responsibilities involved in being a good digital citizen, embracing the need for a good digital footprint.

I have read the 'Information & Communications Technologies (ICT) Parent/Caregiver Information' relating to the use of the internet, ICT and displaying of information online, and I understand that the intention of the use of these within the school, is for educational purposes.

I understand that Welbourn School has taken all possible precautions to make the internet and ICT as safe as possible for all of our users, and while it I will do its best to restrict student access to offensive, dangerous, or inappropriate material on the internet or through e-mail, it is the responsibility of individual students to have no involvement with such material.

I agree to support the school in any action it may take to ensure that the code of conduct as described in the agreement is enforced.

I agree with and accept the statements in 'Responsible Use Agreement' and 'Information & Communications Technologies (ICT) Parent/Caregiver Information'

I give permission for the student identified above to use the internet and other ICT equipment at Welbourn School.

Name of parent/caregiver: _____

Signature: _____

Date: _____