



# POWELL CORDEROY SCHOOL

## PUPIL CODE OF CONDUCT FOR I.T.

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### EQUIPMENT

- I will use all of the school's IT equipment with care.
- I will not install any software onto a computer without permission.
- I will not connect a USB flash drive (memory key) to a computer without permission.

### SECURITY & PRIVACY

- If I bring my mobile phone into school, I will make sure that I hand it into my teacher or into the school office.
- I will not use my digital camera or camera phone in school or on school trips for taking pictures of other children or staff, without permission.
- I will not put any pictures of staff or other children on the internet without getting permission first.

### INTERNET & EMAIL

- I will only use the internet for activities my teacher has asked me to do.
- I understand that when I use the internet or email in school (or via my school account) it may be monitored.
- I will make sure that any messages I send are respectful and polite.
- I will only open emails or attachments to emails if they come from someone I already know and trust.

### E-SAFETY

- I will report anything I find on the internet or get sent in an email that worries me to my teacher or another adult.
- I will follow the SMART Rules whilst using the internet and emailing.
- I understand that everything I do online (including the websites I visit) can be monitored by an adult in school.
- I understand that a copy of any email sent to/from a school account is also sent to a teacher account so my teachers can check I am using the internet safely and responsibly.

**I have read & explained the above to my child.**

**I agree to my child using the internet and computer systems in school.**

**I understand that their failure to follow this Code of Conduct could lead to disciplinary action.**

Child's Name: \_\_\_\_\_

Class: \_\_\_\_\_

Parent's signature: \_\_\_\_\_

Date: \_\_\_\_\_