

Extract from SWGfL School E-Safety Policy Template Document:

Within this template sections which include information or guidance are shown in **BLUE**. It is anticipated that schools would remove these sections from their completed policy document, though this will be a decision for the group that produces the policy.

Where sections in the template are written in ITALICS it is anticipated that schools would wish to consider whether or not to include that section or statement in their completed policy.

Where sections are highlighted in BOLD text, it is the view of the SWGfL E-Safety Group that these would be an essential part of a school e-safety policy.

The template uses various terms such as school; students / pupils. Users will need to choose which term to use for their circumstances and delete the other accordingly.

The full version of the SWGfL School E-Safety Policy Template Document can be accessed on the SWGfL website – <http://www.swgfl.org.uk/Staying-Safe/Creating-an-E-Safety-policy>

Student / Pupil Acceptable Use Policy Agreement– for younger pupils (Foundation / KS1)

This is how we stay safe when we use computers:

I will ask a teacher or suitable adult if I want to use the computers

I will only use activities that a teacher or suitable adult has told or allowed me to use.

I will take care of the computer and other equipment

I will ask for help from a teacher or suitable adult if I am not sure what to do or if I think I have done something wrong.

I will tell a teacher or suitable adult if I see something that upsets me on the screen.

I know that if I break the rules I might not be allowed to use a computer.

Signed (child):.....

Signed (parent):

