



**LIONHEART**  
EDUCATIONAL  
TRUST

**ACCEPTABLE USE POLICY (KS2)**

**This policy applies to all schools in  
The Lionheart Educational Trust**

**Approved by Trust Board:**

**September 2024 – September 2025**



## KS2 Pupil Acceptable Use Agreement

These rules will keep everyone safe and help us to be fair to others.

- I will only use the school's computers for schoolwork and homework and I am aware that the school can monitor my internet and system use.
- I will not bring files into school via removable media or online account without permission or upload inappropriate material to my workspace.
- I will only edit or delete my own files and not view, or change, other people's files or user areas without their permission.
- I will keep my logins and passwords secret
- I will use the Internet responsibly and will not visit web sites that are inappropriate for the school or my age.
- I will not attempt to visit Internet sites that I know to be banned by the school.
- I will only email people I know, or a responsible adult has approved.
- When using video chat software, I will ensure that I follow school rules for safe use.
- The messages I send, or information I upload, will always be polite and sensible. All messages I send reflect on me and the school.
- I will not open an attachment, or download a file, unless I know and trust the person who has sent it.
- I will not give my home address, phone number, send a photograph or video, or give any other personal information that could be used to identify me, my family or my friends, unless a trusted adult has given permission
- I will never arrange to meet someone I have only ever previously met on the Internet, unless my parent/carer has given me permission and I take a responsible adult with me.
- If I see anything I am unhappy with or I receive a message I do not like, I will not respond to it but I will show a responsible adult.
- I am aware that some websites, games and social networks have age restrictions and I should respect this.
- I am aware that my online activity at all times should not upset or hurt other people and that I should not put myself at risk.
- I will not share photos or videos of anyone without permission.