

Here is our Code of Practice to remind you of the rules for using the internet:-

Spinfield School Computing Code of Practice

I'm safe because at school and at home:-

- ✓ I only use the Internet when supervised by a teacher or adult
- ✓ I keep personal information eg; my telephone number, home address, my school's name and pictures private unless my teacher and parents specifically give me permission.
- ✓ I keep my password private and don't use anyone else's.
- ✓ I will only open /delete my own files
- ✓ I always tell my teacher/parent if I see bad language or something that worries me while I'm online.
- ✓ I never arrange to meet anyone in person without a parent/teacher.
- ✓ I leave a chatroom if someone says something which makes me feel uncomfortable or worried and always report it to my teacher
- ✓ I ignore nasty, suggestive or rude emails or postings and report it to my teacher/parent
- ✓ I will not look for bad language or inappropriate things while I'm online
- ✓ I am always myself and do not pretend to be anyone or anything I am not
- ✓ I understand that I will not be able to use the internet if I deliberately look at unsuitable material
- ✓ I understand that information on the internet may not always be reliable and sources may need checking. Websites may be sponsored by advertisers
- ✓ I will ensure that my online activity, both in school and outside, will not cause my school, the staff, pupils or anyone else any distress or bring the school into disrepute, through uploading images, videos, sounds or texts
- ✓ I know that my use of ICT can be checked and my parent/carer contacted if a member of staff is concerned about my behaviour or safety

If I am invited to live sessions, I understand that :-

- ✓ I will follow live session guidance and only participate if I am invited
- ✓ When someone is talking, I need to listen. I will use good manners and appropriate language all times.
- ✓ I will not video or photograph any live sessions
- ✓ I will always be dressed appropriately and have the computer where an adult can see it
- ✓ I will turn my microphone off unless my teacher asks me to turn it on.
- ✓ I will turn my microphone off when I've finished talking.
- ✓ I can turn my camera off if I want to.
- ✓ I will make sure that I'm sitting downstairs when I join a live lesson.
- ✓ I can use the chat feature to make comments or ask questions.
- ✓ I will make sure that I ask my question properly.
- ✓ I will only use a couple of emojis!
- ✓ The live session will be recorded by my teacher.

- I have read and understood the Spinfield School computing Code of Practice
- I have shared the Spinfield School Computing Code of practice with my Child
- We agree to comply with the Spinfield Computing Code of Practice