Heatherside Junior School - Technology Code of Conduct for Children

The school recognises the important role that technology plays in children's learning and development, both within school and at home. These rules are designed to keep everyone safe and will ensure that we are all responsible users of technology and the internet. This includes laptops, tablets, PCs, mobile phones and other devices with internet connectivity.

In order to be responsible users of technology at school we expect children to
- Only access the school IT system or apps used for learning with their **own** login and password, which they will keep private and not share.
- Make sure that any messages sent are polite and responsible, using appropriate language.
- Report any unacceptable or worrying content or messages immediately.
- Only access the internet at school when they have been given permission to do so by a member of staff to sites which are linked to my learning.
- Use online platforms/Apps responsibly at school and at home, following the S.M.A.R.T rules and school's Behaviour Policy.

When using online technology (within or outside school) children are taught specifically <u>not to</u>
- Share personal information, including their full name, date of birth, address or telephone number or other details which might put them at risk.
- Arrange to meet someone without a parent/carer's permission.
- Share passwords, usernames or login details.
- Download or open pop-ups or click on 'in-app' purchases.
- Accept friend requests or open messages sent by someone they do not know.
- Use bad language or write unacceptable comments about other children or staff; within or outside of school including on games/social media.
- Upload, send or forward photographs/videos without the consent of the person in the photograph.
- Take, upload or share images of themselves that put them at risk or are inappropriate/offensive.
- Keep worries to themselves – they must always report any concerns immediately to a trusted adult or via an online reporting link.

S	**M**	**A**	**R**	**T**
Stay **SAFE!**	Don't **MEET** up!	**ACCEPTING**	**RELIABLE**	**TELL** someone!
Don't give your address, phone number, social media handles, or school name to online strangers.	Don't meet someone you met online without checking with a parent or guardian first.	Don't accept friend requests or files from people you don't know.	Stop the spread of misinformation by relying on trustworthy sources, family, and friends.	If you see something, speak up! If something seems off, tell a responsible adult.

Mobile Phones in school
- Children are **not permitted** to bring mobile phones to school.
  (Parents may request permission via the Mobile Phone Form if there are exceptional circumstances)
- If permission has been granted, a child's mobile phone must be turned off and handed in at the start of the school day and collected on the way home. They must not be used anywhere on school premises, which means once children enter via the gates from Reading Road South.
- No children are permitted to wear a watch or device that has a camera or any other internet capability.
- Earbuds are not permitted.
- Mobile phones are not permitted on any school trips, including residentials.
- The school will confiscate any phones/devices which are brought in without permission and parents will be asked to come into school to collect this.