**NETSMART CODE of PRACTICE**

I’m NetSmart because:

* I only use agreed sites on the Internet when given permission by a teacher
* I know that anything I write or draw on a website or online enviroment (e.g. Microsoft Teams) will be seen by others, and always make sure that it is proof read and spell-checked as carefully as possible. I never write or draw anything that is rude or might embarrass or hurt others on a website or online environment
* I understand that information on the Internet may not always be reliable and may need to be checked from more than one source. Web sites may be sponsored by advertisers
* I understand that copying text or images that belong to someone else may be illegal and will take care to respect and check copyright
* I will not visit chat rooms, chat rooms in online games, message boards and social networking sites (e.g. Facebook, Twitter) on the school site
* I know that my teacher and the Internet Service Provider will check the sites I have visited
* I understand that I will not be able to use the Internet if I deliberately look at unsuitable material
* I will not access my own E-mail site on the school site
* I always give memory sticks or CDs from home to the teacher or ICT technician to be virus checked
* I follow the **SMART** code when using computers in school and at home.

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| **S** | Keep Safe – I always keep my full name, address, mobile phone number, e-mail address, password, school name and others full names secret from people I don’t know. This means people on the internet can’t use this information to contact me or others. I never send this information or my or other people’s photo to anyone without checking with a parent, carer or teacher first. |
| **M** | Don’t Meet Up – I never arrange to meet an online friend, no matter how well I think I know them, unless I have permission from my parent, carer or teacher. |
| **A** | Accepting e-mails can be dangerous – I never open an e-mail or an attachment from someone I don’t know, unless I have checked with a teacher, parent or carer first. |
| **R** | Reliable?-I know that people online might not be who they say they are. Online games, chat rooms, message boards and social networking sites (e.g. Facebook, Twitter) are fun but they can be dangerous because I don’t always know who I am talking to. I will also always be myself online and will not pretend to be anyone or anything I am not. |
| **T** | Tell someone – I will always tell an adult if something or someone makes me feel uncomfortable or worried. I understand that saying or writing nasty things about others using a computer or mobile phone is called cyber bullying and is the same as bullying someone in the real world. |

I have discussed The St Paul’s NetSmart Code of Practice with my child.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Pupil)

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent / Guardian)

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