



KS1 simplified rules

# Rules for using the computers

**These rules must be kept by everyone and help us to be respectful to others at all times.**

**If you are not respectful, you may not be allowed to use the equipment**

1. I will not plug anything into the computer
2. I will be careful when using equipment
3. I will never change things that I do not understand
4. If I log in with my own name, I will not tell anyone my username
5. I will remember to LOG OUT when I have finished working on a computer
6. I will ask permission from a member of staff before using the internet
7. The messages I send will be polite and sensible
8. I will only e-mail people I know, or someone my teacher has approved
9. I will not give my home address, phone number, school's name, send any pictures/videos or arrange to meet someone, unless my parent, guardian or teacher has given permission
10. To help protect other pupils and myself, I will tell an adult if I see anything I am uncomfortable with, or if I receive messages I do not like.

**Stay S M A R T**