ASPIRATIONS

Ocean Academy

Acceptable Use Policy (AUP) for KS2 PUPILS

Version control	
August 2026	Reviewed, significant changes made inline with KCSiE 2026
Acceptable Use Policy – KS2 Pupils [2024-09-11]	Reviewed, no changes made
Acceptable Use Policy – KS2 Pupils [2023-09-12]	Reviewed inline with KCSiE 2023 - removed 'new' in 12, points 14 and 16 added
Acceptable Use Policy – KS2 Pupils [2022-09-30]	Reviewed inline with KCSiE 2022 No.2 ref to coronavirus removed, wording amended No.4 wording amended No.6 added to reflect guidance on banter and bullying
Acceptable Use Policy – KS2 Pupils [2021-04-19]	Reviewed and updated previous version to align with new DPO appointment.

Date of next review:	**September 2028**	**Owner:**	**Trust Safeguarding Lead**
Type of policy:	**Outline template**	**Approving Body:**	**EOB**

My Online Safety Rules (KS2)

Being Safe

- I will follow the school rules: I will use school devices and the internet only when I am allowed and for schoolwork.
- I keep passwords safe: I will never share my passwords and will tell a teacher if someone else finds them out.
- I use my school email address for schoolwork only
- I check before I click: I will not click on strange links that I do not know, or pop-ups without checking with a teacher, or parent/carer, nor download things without permission.
- I respect age limits: I will not use 13+ games or apps, as they are not safe for me.
- I protect my identity: I will not share private details like my address or phone number.
- I can say no online if I need to: I don't have to do something just because someone dares or challenges me to do it, or to keep a secret. If I get asked anything that makes me worried, upset or just confused, I will say no, stop chatting and tell a trusted adult immediately.
- I am a safe researcher: I use safe search tools approved by my trusted adults. I know I can't believe everything I see, and I know which sites to trust, and how to double check information I come across.
- I don't livestream on my own: I check with a trusted adult before I video chat with anybody for the first time.
- I do not use my mobile phone or smart watch in school.

Being Kind

- I am a good friend and ally: I will not post or share unkind, rude, or hurtful messages, images, or videos. If a friend is worried or needs help, I remind them to talk to an adult, report it, or even do it for them.
- I know what 'banter' means: I know that calling someone names is not 'fun' or 'banter'—it can hurt people.
- I don't take secret photos or videos: I will not take pictures or videos of others without their permission. I will never create fake images, videos, or 'deepfakes' of anyone.
- I respect work: I only use other people's work (pictures or words) if I have permission.

Using Technology Responsibly

- I check with an adult: I am careful when someone wants to be my friend. Unless I have met them face to face, I can't be sure who they are. I will talk to a trusted adult before chatting with anyone new, even if they claim to be a friend or are a 'chatbot'.
- I know my body is mine: I will not send photos or videos of myself or get changed in front of a camera. If I feel uncomfortable, I will stop and tell a trusted adult.
- I don't pretend to be someone else: I am always honest about who I am online.
- I am careful what I share and protect my online reputation: I know anything I do can be shared and might stay online forever (even on Snapchat or if I delete it).

What to do if something goes wrong

- It's not my fault: If I see something bad online or receive an unkind message, it is not my fault. I will not get in trouble for telling an adult.
- I tell someone: If I see or experience something that makes me feel worried, upset, or confused, I will stop what I am doing and tell a trusted adult straight away.

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I have read and understood this agreement.

If I have any questions, I will speak to a trusted adult: at school that includes my class teacher, Mr West, Miss Nicholls, Mr Fletcher, Mrs Richardson, Mrs Simpson or Mr Beedie.

Outside school, my trusted adults are_____

I know I can also get in touch with Childline and I can use the class / school worry box

Signed: _____ **Date:** _____

For parents/carers

If your want to find out more, you can read Ocean Academy's full Online Safety Policy for more detail on our approach to online safety and links to other relevant policies (e.g. Safeguarding Policy, Behaviour Policy, etc). You will also have been asked to sign an AUP for parents.