



## Google Classroom Students Acceptable Use Policy (Page 1 of 2)

**Note: All Internet and email activity is subject to monitoring by the LEA**

The purpose of Google Classroom is to provide a safe and secure place to receive and share learning, and a place to connect with school staff and peers. In Google Classroom, teachers can assign work to the students digitally. Google Classroom is accessible from any digital device with internet access and a web browser. Parents/carers can login and view assignments that have been set, whether their child has completed and submitted them, and any feedback that they may have received.

Parents/ carers and students are expected to read and adhere to the points below:

I agree that:

I will complete my learning online by either completing it on a digital device using Google APPs or in my book/ on paper and uploading a photo of it.

I will complete the work to the best of my ability.

I will remember to submit my learning by clicking 'Turn in' on Google Classroom.

I will check and respond to any feedback you may have received from school staff.

I will not share personal information such as email, home address or phone number.

I will only login using my own username and password.

I will ask permission of a parent/ carer when accessing content on different websites or APPs.

I will not access other content on the internet when I am using Google Classroom unless it is for the learning that is being done.

I will only submit images, sound clips and videos that are appropriate for the learning task. I will check with an adult.

I will use my G Suite account and Google Classroom for learning and not social purposes.

I will be polite, friendly and encouraging in any communication with school staff and other students.

I will send polite and responsible messages and think carefully about how online messages affect others.

I will make sure that any comments I make are about my learning and that they make sense.

I am aware that any comments deleted by students are still visible to school staff.

I will not use 'text speak' like 'u' for 'you'.

I will try to correct my spelling.

I will try to use capital letters in the correct places – please do not write in all capitals.

I will try to use punctuation in the correct places.

*In line with GDPR the consent given above will be reviewed annually.*

*Please note you have the right to withdraw consent at any time after the original consent was given. Should you wish to opt out after the original consent was given please email [parents@longmarston.herts.sch.uk](mailto:parents@longmarston.herts.sch.uk) specifying what consent is being withdrawn.*



# LONG MARSTON VA C OF E PRIMARY SCHOOL



## Acceptable Use Policy – Students – KS1 Our Charter of Good Online Behaviour (Page 2 of 2)

**Note: All Internet and email activity is subject to monitoring by the LEA**

I want to feel safe all of the time.

I agree that:

I will only open pages which my teacher says are OK

I will only work with people I know in real life

I will tell my teacher if anything makes me feel scared or uncomfortable

I will make sure all messages I send are polite

I will show my teacher if I get a nasty message

I will not reply to any nasty message or anything which makes me feel uncomfortable

I will talk to my teacher before using anything on the internet

I will not play games (unless told to by my teacher) during lesson time

I will not tell people about myself online (I will not tell them my name, anything about my family and home, phone numbers or pets).

I will not load photos of myself onto the computer

I will never agree to meet a stranger

Anything I do on the computer may be seen by someone else

I have discussed these rules with my child and they understand what is expected from them and know what to do when there is an issue.

Signed (Parent) : \_\_\_\_\_

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

Signed (Student) : \_\_\_\_\_

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

Pupil's Name: \_\_\_\_\_

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