

Section heading	Content
Title	<b>LanguageUK School Student Acceptable Use Agreement for U18</b>
Statement	<p>The internet is a powerful tool giving great opportunities to everyone. Most things about the internet are good; some are not so good.</p> <p>This agreement aims to keep under 18 students safe online when they join a course at LanguageUK.</p> <p>LanguageUK has online safety measures (<i>e.g. filters, passwords, monitoring of online activity, etc.</i>) to help protect students.</p> <p>All under 18 students need to be responsible online, use the internet legally and follow these rules.</p>
Acceptable Use Agreement	<p>I will be responsible in my online behavior whilst on a course at LanguageUK. I will not do anything that might risk</p> <ul style="list-style-type: none"> <li>* my own safety</li> <li>* the safety of other users (students, staff, homestays) connected to the school</li> <li>* the safety and security of the School's or other users' systems.</li> </ul>
My Safety	<ul style="list-style-type: none"> <li>* I understand LanguageUK will monitor my online behaviour</li> <li>* I will not share my username or password, or use another person's username or password</li> <li>* I will be aware of 'stranger danger' online and not share personal information (<i>e.g. contact details</i>) about myself or others online</li> <li>* I will not meet anyone off-line who I have met online unless I have staff or a homestay with me</li> <li>* I will immediately report to staff or homestay, any unpleasant or inappropriate material or messages that make me feel upset or unhappy.</li> </ul>
Proper (legal) online activity and school rules.	<ul style="list-style-type: none"> <li>* I will only use personal devices (<i>mobile/iPhone, USB devices etc.</i>) and school devices at times allowed in the school rules</li> <li>* I will not create, access (<i>download or upload</i>), share or store any illegal or inappropriate material, using my own or the school's equipment while on the course at LanguageUK</li> <li>* Illegal and inappropriate online materials include:             <ul style="list-style-type: none"> <li>- gambling, pornography, age-rated games/films, websites or games showing violence, any sort of extremism or being unkind to others (<i>intolerance</i>) based on race, religion, disability etc., sending or receiving words or pictures about sex, accessing and not paying for music and films that are protected</li> </ul> </li> <li>* I will not install or store programmes on school or other users' equipment that will alter or affect that equipment.</li> </ul>
My behaviour	<ul style="list-style-type: none"> <li>* I will act as I want others to act towards me</li> <li>* I will not access, copy, remove or alter other people's or the school's online materials or settings without their permission</li> <li>* I will be polite when I communicate with others online. I will not use unkind, angry, or bad language in texts, emails, or any other online messages.</li> </ul>

	<p>* I will not take, send, or share on social media, pictures of anyone without their permission</p>
I am responsible	<p>* I understand that I have broken the LanguageUK rules if my online behaviour does not follow this Agreement and that I can be disciplined. If it is serious (e.g. breaking UK law) I might be sent home or taken off the online course.</p> <p>* This Agreement includes my time in school and away from school for the duration of the course, particularly my behaviour to other members of the school community</p>
Student signature	<p>* I understand this Agreement and that it is important</p> <p>* I will follow it when using my own equipment (e.g. phones / cameras / all other technology equipment), always during the course.</p> <p>Name: _____ Signed _____ Date _____</p>
Parent signature	<p>* I understand this Agreement and have helped my child understand his/her responsibilities and the importance of acting safely and legally online. I accept that this Agreement is part of LanguageUK rules for under 18s</p> <p>Name: _____ Signed _____ Date _____</p>

## Online Safety

### Acceptable Use Agreement for very young U12

<i>Section heading</i>	<i>Content</i>
Be safe online	<ul style="list-style-type: none"> <li>* I be careful when I am online</li> <li>* I will not tell people my name or anything about me or send pictures of me if I do not know them</li> <li>* I will not take or send pictures or other people unless they say it is OK</li> <li>* I will not use another person's iPhone/laptop/game machine</li> <li>* I will only use kind and good words in my messages</li> <li>* I will not send pictures or messages that make another person sad or unhappy</li> <li>* I will tell my teacher/homestay if I get any messages or pictures that make me sad or unhappy</li> <li>* I will not look at any websites or pictures if they show people being violent or unkind.</li> <li>* If I am not sure about anything online or how to be safe, I will ask my teacher / homestay for help</li> </ul>
Student signature	<p>* I know I must follow the rules about being safe online and I will while I am on the course at LanguageUK</p> <p>Name: _____ Signed _____ Date _____</p>
Parent signature	<p>* I understand this Agreement and have helped my child understand his/her responsibilities and the importance of acting safely and legally online. I accept that this Agreement is part of LanguageUK rules for under 18s</p> <p>Name: _____ Signed _____ Date _____</p>