



Pupil Acceptable Use Policy & e-Safety Rules

ICT and the related technologies such as the Internet and email are an important part of learning in our school. The school has a number of systems in place to protect and safeguard pupils use of the school's ICT facilities and use of the internet. Any attempt by a pupil to disable or circumvent these systems will result in the said pupil's access to the internet and or school network being revoked.

We operate a very open system, allowing pupils to use programming languages and other software not usually found on school ICT systems. In return we expect pupils to not abuse this freedom that is provided. Where pupils continually abuse this trust their profile will be locked down and in persistent cases access removed from the school's network completely.

1. I will only use the school ICT systems including the internet, email, digital video etc. for school purposes, any use of software not directly available via the start menu is strictly forbidden.
2. I will only access the school network using my own user name and password.
3. I will follow the rules of the school ICT security system and not reveal my passwords to anyone.
4. I will use only my school email address on the school system.
5. I will make sure that all ICT communication with other pupils, staff or other adults is responsible and will not cause annoyance, inconvenience or anxiety.
6. I will not send material that could be considered offensive or illegal to pupils, staff or others.
7. I will not corrupt or destroy other peoples' data, nor violate their privacy, nor will I attempt to access the computers file system or registry for activities which have not been defined by my teacher.
8. I will not disrupt the work of others nor deny them access to the network.
9. I will not deliberately introduce viruses/malware onto the network, nor will I attempt to gain access to other computers on the network.
10. I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
11. I will not attempt to bypass any of the school e-safety or filtering systems, this includes but is not limited to Securus, Impero, Smoothwall or Watchguard.
12. I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to a member of staff.
13. I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher.
14. I understand that all my use of the Internet and other related technologies is monitored and logged and can be made available to staff and or the Police if the need arises.
15. I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/carer will be contacted, continued breach of these rules will result in my profile being locked down and freedoms granted to all students within the school removed.
16. I understand that the statements above govern my use of on external ICT systems such as remote access as well as internal ICT systems.

PARENT/CARER AND PUPIL SIGNATURES

We have discussed this policy and I agree to follow the e-Safety Rules and to support the safe use of ICT.

Pupil name(please print) Form.....

Pupil Signature

Parent/Carer Signature

Date

PLEASE COMPLETE AND RETURN ASAP
To be scanned and attached to Pupil record in SIMS