

ACCEPTABLE USE POLICY INTERNET

Years 7-13

Whilst it is the School's view that extensive censorship of the Internet is not advantageous to education, it is nevertheless necessary that we exercise a degree of control over the functions and content available to our pupils. To this end the system is filtered and pupils should expect their use to be monitored. We wish to develop responsible pupils who work within the requirements of our Acceptable Policy for the protection of everyone.

You must obtain the permission of a parent/guardian before you can be allowed to use the Internet.

Security and Privacy

- Attempting to bypass or alter security settings is illegal! Legal action may be taken against anybody attempting to circumvent the school network security settings.
- You must not disclose your password to anyone. Never use someone else's logon name or password.
- You must not give out personal details, addresses, telephone numbers, etc, of yourself or any other person or organisation.
- Do not publish any content on the Internet without written consent from the school.

Internet

- You should access the Internet only for study or for school authorised activities.
- Email use is permitted, but only for school related tasks.
- If you receive an email containing inappropriate content, always report such messages to a member of staff.
- Game sites & other time wasting sites, take up valuable resources which could be used by others to benefit their studies. For these reasons these types of sites are filtered.
- Social networking sites are NOT allowed on the School machines
- Boarders are able to send personal emails and are allowed access to appropriate social sites at specified times.
- People you contact on the Internet are not always who they seem. DO NOT give out ANY contact details.

Equipment

- The storage of indecent material of any type is prohibited (Staff may review your files and communications to ensure that you are using the system responsibly.)
- Always check files brought in on removable media (such as floppy disks, CDs, flash drives etc.) with antivirus software and use them only if they are found to be clean of viruses. Any virus/malicious software traced back to an individual will be treated severely.
- Protect the computers from spillages by refraining from eating or drinking in the ICT rooms or when using ICT equipment.

Health & Safety

- In the interests of health & safety of both Staff & Pupils, under no circumstances should anyone other than qualified ICT Technicians, tamper with, unplug or attempt to repair any ICT equipment, or cables associated with ICT equipment (eg. mouse, keyboard, power).

Failure to comply with these rules will result in one or more of the following:

1. A letter informing your parents/guardian of the nature and breach of the rules.
2. Appropriate sanctions and restrictions placed on your access to school facilities, eg. a ban, temporary or permanent, on the use of the School's Internet facilities, a ban, temporary or permanent, on the use of the School's IT facilities.
3. Any other action deemed appropriate by the Head, and/or the Chair of Governors, including notification of the Police or other legal bodies.