

Acceptable Use of IT for Students Policy



Background

Technology is a part of learning, entertainment and communication however; the use of technology can also bring risks. It is important that you learn to recognise risks and can take action to stay safe. When using technology within the academy you must agree to the following:

- I understand** – that my internet and email activity is subject to monitoring
- I promise** – to only use the academy ICT for schoolwork that the teacher has asked me to do
- I promise** – not to look for or show other people things that may be offensive or distressing
- I promise** – to show respect for the work that other people have done
- I will not** – use other people's work or pictures without permission to do so
- I will not** – damage the ICT equipment, if I accidentally damage something I will tell my teacher
- I will not** – share my password with anybody. If I forget my password I will let my teacher know
- I will not** – use other people's usernames or passwords
- I will not** – share personal information online with anyone
- I will not** – download anything from the Internet unless my teacher has asked me to
- I will not** - try to access anything illegal
- I will not** - sign up to and use social networking sites I am not permitted to
- I will not** – access or share any sites or information that may cause offence or harm me or others
- I will** – let my teacher know if anybody asks me for personal information
- I will** – be polite and responsible when I communicate with others
- I will** – only use my personal device if I have received permission from a member of staff
- I will** – let my teacher know if anybody says or does anything to me that is hurtful or upsets me
- I will** - let my teacher know if someone has accessed and/or shared a website or information that is offensive or illegal
- I will** – be respectful to everybody online, I will treat everybody the way that I want to be treated
- I understand** – that some people on the Internet are not who they say they are, and some people may be unkind and wish to harm me. I will tell my teacher if I am ever concerned in the academy or my parents if I am at home
- I understand** – that I am responsible for my action and the consequences. If I break the rules in this Acceptable Use Agreement there will be consequences of my actions and my parents will be told.

I have read and understood the above and agree to follow these guidelines.

I have read this Acceptable Use Agreement and understand that my child's Internet access could be monitored to ensure that there is no illegal or inappropriate activity by any user of the academy network.

I acknowledge that this has been explained to my child and that they have had the opportunity to voice their opinion, and to ask questions.

Signed _____

Date _____