



# Acceptable Use Policy for ALL Senior Students

I understand that use of the Internet and electronic communication is granted to me as a privilege, and any misuse on my part may result in loss of that privilege and possibly other sanctions being taken. This also applies to any activity undertaken outside school which contravenes the acceptable use rules of the school.

All online activity will be appropriate to:

- Ensure the safety and security of the school system.
- Ensure respect for all members of the community.
- Maintain the reputation of the school.

In particular this means:

- I will only access the school IT system and Internet via my authorized account and password, which I will not make available to others.
- I will ensure that I do not willfully damage the system by means of malicious code (e.g.: virus infections, malware etc), hacking or physical tampering.
- Language which I use in electronic communication will be appropriate and suitable, as for all school work.
- I will respect copyright of all materials.
- I will not willfully interfere with and /or delete another person's work files.
- I will not send or forward messages, publish or create material which is offensive, hurtful or otherwise upsetting to another person. Nor will I post anonymous messages or forward chain letters.
- I will not use a mobile phone, camera or other electronic device to take, publish or circulate pictures or videos of anyone without their permission.

In addition I understand that:

- Use of the network to knowingly access inappropriate materials such as pornographic, racist or offensive material is forbidden and may constitute a criminal offence.
- Guidelines for safe use of the Internet must be followed and I will report any materials or conduct which I feel is unacceptable.
- The school reserves the right to examine or delete any files that may be held on its computer system, to monitor any websites visited and emails exchanged and, if necessary to report anything which may constitute a criminal offence.

**Full name**.....

**Signed**..... **Date**.....

**Policy Review Information:**

Review date	Changes made	By whom	Date of next review
September 2017	No changes required.	Mrs. D Thomas	September 2020