

Responsible Computer and Internet Use

What should your child be doing in school?

- Students must use their own computer account and must never use other students
- Their computer password must be kept secret, and they should tell a teacher if they think it is not secret
- School computer and Internet use must be used for the student's education or to staff assigned activities
- Students must be supervised at all times by a staff member and should not attempt to use a computer with out a staff member in the room
- Students should not copy things from the internet for school use as it can be copyright
- Students are responsible for e-mail they send and for contacts made
- E-mail should be written carefully and politely. As messages may be forwarded, e-mail is best regarded as public property
- Anonymous messages and chain letters must not be sent
- Students must not use public chat rooms
- The school ICT systems may not be used for private purposes, unless the headteacher has given permission for that use
- Use for personal financial gain, gambling, political purposes or advertising is forbidden
- Students must only access their own computer folder and not any other students or staff members
- Students must respect computer equipment and should take care to not damage it
- Students must not try to fix any equipment, and must tell a member of staff if something is broken
- Irresponsible use may result in the loss of Internet and/or computer access.

Please understand

The school will monitor the use of the school's computer systems for your child's safety.

Including

- having a staff member present at all times
- the monitoring of web-sites
- the interception of E-mails
- the monitoring of documents and pictures
- and the deletion of inappropriate materials.

Please sign

Pupils Agreement:

I have read and understand all the rules and will continue to be a polite and courteous computer user. If I think anything is wrong I will tell a staff member straight away.

Signed:.....

Date:.....

Tutor Group:.....

Parents Agreement.

I have read and understand all the rules that my child will use when using a computer

I give my child permission for them to use the internet

I understand the school will monitor the computers

I understand the school can not be held responsible for the nature and content of the internet

I agree that the school is not liable for any damages caused by the internet

I agree that my child's work may be published on the website with consent.

Signed:.....

Date:.....