

High Storrs School – Acceptable Use Policy



Introduction

This policy covers the use of all school-owned ICT provision (e.g. computers, wi-fi networks, mobile devices) and use of personal technology on the school site. The use of school-owned ICT provision is granted to students as a privilege and it is for educational use only. If students wish to use their own devices in school, they must submit a BYOD (bring your own device) application and follow the rules set out in this agreement, in the same way as if they were using school equipment. By logging in, students agree the following:

We are respectful

- Respect others' work and online/electronic reputation by ensuring that you do not access or alter other's accounts without their explicit permission.
- Communicate with others respectfully and do not use aggressive or inappropriate language (e.g. swearing, racist or sexually explicit language).
- Do not use ICT or electronic devices to bully, intimidate or harass others.
- Always get permission take or distribute photos or videos of others.

We are safe

- The school will monitor your use of online activity, email and other digital communications.
- Keep your username and password safe and do not share it with others.
- Do not disclose or share personal information about yourself or others when online.
- Report any unpleasant or inappropriate content that makes you uncomfortable (e.g. emails, sites)
- Do not use the school ICT provision for personal use such as social media, searching for inappropriate material (e.g. pornography, criminal activity, violent or extremist material, online gaming or gambling or internet shopping).

We are responsible

- Check your emails and school-related online accounts (e.g. Satchel:One) regularly.
- Do not commit plagiarism (e.g. presenting other's work as my own).
- Do not try to upload, download or access any materials which are illegal or inappropriate.
- Do not alter the school's computer settings or bypass the filtering systems.
- Only open email attachments from trusted people or organisations.
- Report any damage or faults involving equipment or software, however this may have happened.
- Take care to check that information found online is accurate.
- Mobile phones may not be used in school – never used, never seen, never heard.
(Agreed exceptions in place for sixth form and known medical use)
- Use devices (both school-owned and your own) with thought for your and the school's reputation.

Consequences of failure to follow the Acceptable Use Policy

I understand that if I fail to follow this AUP, there will be consequences, which could include:

1. Confiscation of mobile phone.
2. Contact home and meetings with parents/carers.
3. Loss or restrictions of access to the school network and internet (either temporary or permanent).
4. School sanctions such as detentions, isolations and exclusions (fixed term or permanent).
5. Involvement with the school police liaison officer or police.

By logging on to the High Storrs School network I agree to comply with this Acceptable Use Policy which I have read, understood and agree with.