



Rules for using the computers

The school has installed computers and internet access to help our learning. These rules will keep everyone safe and help us be respectful to others.

Access to technology is a privilege, and not a right and its use is governed by this policy. Students are responsible for good behaviour on the internet, just as they are in a classroom or elsewhere in school. Violation of this policy will result in disciplinary actions (e.g. privileges being withdrawn).

User Responsibility

Students are responsible for the actions undertaken from their user area. It is the student's responsibility to use the school network acceptably and appropriately. The network is for the purpose of school related study and should be used with due consideration for the rest of the community who share its use.

These rules apply to all computers, laptops and electronic devices.

Equipment

- I will not bring external memory devices into school unless I have permission
- I will respect equipment and will not attempt to bypass or alter security settings

Security and Privacy

- I will use only my own login and password, which I will keep secret
- I will not access other people's files or user areas
- I will use the computers only for school work and homework
- I understand that the school may check my computer files and may monitor the internet sites I visit
- I will remember to LOG OUT when I have finished my session

Internet

- I will ask permission from a member of staff before using the internet
- The messages I send will be polite and sensible
- I will only e-mail people I know, or someone my teacher has approved
- I will not give my home address, phone number, school's name, send any pictures/videos or arrange to meet someone, unless my parent, guardian or teacher has given permission
- To help protect other pupils and myself, I will tell an adult if I see anything I am uncomfortable with, or I receive messages I do not like.

Stay S M A R T