

Spowston Community High School Acceptable Use Policy - Students

Using the school computer network is an essential part of modern education and use of the computers during non lesson time is a privilege.

When using the school computers students will:

- always behave in a sensible, mature way, respecting others at all times
- only log on using their own username and keep their password secret
- refrain from accessing any newsgroups, links, web pages or other areas of cyberspace that would be considered offensive because of pornographic, racist, violent, illegal or illicit content
- take responsibility for monitoring and appropriately rejecting any such newsgroups, links, web pages or other areas of cyberspace accessed.
- never use valuable computer time playing non-educational games or accessing information which is not part of their school work without authorisation from a teacher
- never use obscene, harassing or abusive language in files, files names or e-mails.
- not attempt to download software or games
- not download music, graphics or video without first checking copyright and asking a member of staff.
- use all downloaded material in an appropriate manner in their work, listing its source in a bibliography and clearly specifying any directly quoted material
- never reveal personal information including names, addresses, credit card details, telephone or fax numbers and photographs of themselves or others
- never subscribe to auto-mailing systems
- only use the school address where they have permission and will never give other school details, including telephone numbers
- not interfere with or damage the school computers or peripherals, the school systems or network in any way
- report any accidental damage immediately to a member of staff

Students who do not follow these rules may be denied access to the computer network for a time determined by the Headteacher and may face further disciplinary action depending on the nature of the offence

Use of the computer system and internet access is monitored at all times.

PARENT/GUARDIAN/CARER: I have read and understand the AUP. I acknowledge that the school will take every step possible to ensure that unsuitable content is not accessible to my son/daughter whilst using a computer in school. I also accept that the responsibility to adhere to the policy is that of my son/daughter and a breach of any of the conditions above will lead to a sanction being imposed on them. I hereby give my son/daughter permission to use the school computer network facilities, including the Internet.	
Parent/guardian/carer signature	Print Name

STUDENT: I have read and understand the AUP. I know that the school will take all steps available so that I cannot access unsuitable content whilst I am using a computer in school. It is my responsibility to exercise common sense and caution when using the computers in school. It is my responsibility to abide by the AUP above and I understand that if I do break the rules I will be subject to sanctions. I understand that I may only use the school computers for schoolwork.	
Student signature	Print name