



STUDENT ICT ACCEPTABLE USE POLICY

In order to maintain a working ICT network that our students can use safely and which meets all legal requirements, The Wensleydale School & Sixth Form imposes certain regulations on the use of its computers.

1. The school network is for supporting school related activities. Use of equipment for your own personal use must be restricted to times outside of lessons and only if computers are not required for school activities.
2. Students must not misuse or cause damage of any kind whatsoever to any ICT resources. ICT suites are covered by CCTV cameras. Where damage is attributable to a student, Parents/Carers will be invoiced for the repair/replacement costs and the student will be disciplined accordingly.
3. Students must not download or install any computer software unless instructed to do so by the Network Manager.
4. Students must not download, create or transmit any material which is designed or likely to cause annoyance, inconvenience or upset.
5. Students must not create, store or transmit any defamatory material.
6. Students must not transmit or store on the network any material which infringes copyright regulations.
7. Students must not transmit unsolicited commercial or advertising material.
8. Students must not deliberately attempt to access unauthorised facilities or services accessible by The Wensleydale School & Sixth Form: this includes, but is not limited to:
 - Wasting staff effort or trying to access networked resources
 - Corrupting or destroying other students' data
 - Violating the privacy of other students
 - Disrupting the work of others
 - Using the school computer systems and Internet connection in a way that denies service to others;
 - Continuing to use an item of networking software or hardware after the school has requested that use ceases
 - Other misuse of the school's computer systems or networked resources, such as the introduction of viruses or malware
9. Students must not register on any website, chat room or newsgroup in the name of The Wensleydale School & Sixth Form. Internet/email/Network use may be monitored to ensure compliance with the above.
10. Individual passwords must **never** be shared or revealed to anyone. To do so makes the authorised student liable for the actions the other party takes while using that password.
11. Students must never send emails or attachments, or store emails or attachments that are defamatory, abusive, obscene, indecent, racist, sexist, in breach of copyright or otherwise inappropriate.
12. Students should exercise due caution in revealing any personal details via e-mail or over the Internet.
13. Where The Wensleydale School & Sixth Form's computer systems are being used to access another network the "acceptable use" policy of that network will be regarded as the operating policy to be followed. Abuse of that policy will be considered as abuse of the The Wensleydale School & Sixth Form's system.
14. Internet access is continuously logged and monitored on a regular basis.
15. Internet access is filtered by North Yorkshire County Council in line with DfE recommendations.

16. Use of computers in open areas is monitored by resource centre staff.

If any of the above conditions are disregarded, the school reserves the right to reduce or withdraw access to the Internet and /or Computer Systems. Parents and Carers may be informed and details recorded. If required, details will be passed onto the Police.

STUDENT / PARENT DECLARATION

This agreement must be signed by both the student and the Parent / Carer and returned immediately to school.

PLEASE READ CAREFULLY BEFORE SIGNING

To be completed by the student:

As a school user of ICT, **I have read and agree to comply** with the school policy on its use. I will use the network in a responsible way and observe all the restrictions as explained herein. I will not misuse or cause damage to any ICT resource and understand that if I do then I will be disciplined and my Parents / Carers will be invoiced for the repair / replacement costs.

Student signature..... Date.....

Print Name:

Year Group Form

To be completed by the Parent / Carer (unless a Post 16 student):

I have read and understand the school rules for responsible ICT Use, and as the Parent / Carer of the student signing above, I grant permission for my child to use the Internet, e-mail and other ICT facilities at school. I understand that the school will take reasonable precautions to ensure that students cannot access inappropriate materials, but accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet. I accept responsibility for setting and conveying standards for my child to follow when selecting, sharing and exploring information and media, and acknowledge that they will be deemed to be accountable for their own actions. I understand that if my child misuses or causes any damage to ICT resources I will be liable for the repair/replacement costs.

Parent/Carer signature..... Date.....

Print Name:

