

INTERNET ACCEPTABLE USE POLICY FOR PUPILS AND STUDENTS

Pupil and Student users may only access the Internet after they and their parents have read and accepted the terms of the Internet Acceptable Use Policy of Crombie School and have signed the Internet Parent Permission Form. Pupils and students may access the Internet for educational purposes. This includes classroom activities, study and research activities, the exchange of project related work, ideas, opinions and questions using the World Wide Web, e-mail, bulletin boards, discussion forums etc.

Pupils and students may only access the Internet with the permission of the Network administrator, supervising teacher or other member of staff.

Pupils and students must keep within any access time limits which are set by the Network administrator, supervising teacher or other member of staff.

Pupils and students must follow:

- all guidelines related to system integrity, security and passwords
- all guidelines related to the use of appropriate language
- all guidelines related to accessing appropriate materials
- all guidelines related to personal safety
- all guidelines related to the data and files of other users.

Pupils and students must accept that system security and management will mean that all on-line activity will be subject to monitoring and that all materials accessed, published and mailed may be viewed by the Network administrator or any other supervising teacher.

Pupils and students must accept that access to Crombie School Information and Communications Network is a privilege not a right and that any breach of the code of acceptable use, practice and behavior could lead to the withdrawal of an individuals ability to access the Network.

Pupils and students must accept that any use of Crombie School Information and Communications Network for activities which may be in violation of the Data Protection Act or the Computer Misuse Act, may be subject to criminal prosecution.

GUIDELINES : INTERNET ACCEPTABLE USE POLICY : PUPILS AND STUDENTS

System integrity, security and passwords

Users must not access or modify the hardware and software setup of the Network

Users must not access or modify the administrative setup of the network

Users must not share their sign-on password with anyone; use, modify or distribute the sign-on password of any other user; use, modify or distribute the Administrator, Manager's sign-on password.

Appropriate language

Users must not use rude, vulgar, abusive or racist language in any materials written on, published from, e-mailed from or posted from a network computer.

Appropriate materials

Users must not access, view, print, download, publish, post or e-mail abusive, pornographic or racist materials

Users must not publish, post or e-mail the address (URL) of any website, which contains abusive, pornographic or racist materials.

Users must not create, publish, post or e-mail any materials, which are for commercial, business or political purposes

Personal safety

Users must not publish, post or e-mail personal details about themselves, their family or any other network user.

Users must inform the Network Administrator or Supervising Teacher of any e-mail received, which asks for the personal details, e.g. telephone number, home address etc. of any network user

Users must not engage in any on-line financial transactions.

Data and files and Copyright

Users must not access, change or delete the files of any other user

Users must not use or incorporate any material downloaded from the Internet in their own work without identifying its source and author.

Users must not use copyright materials without the permission of the copyright holder

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DISCIPLINARY PROCEDURES

Any breach of the conditions or guidelines of the Acceptable Use Policy will be dealt with under the then current code of behaviour and discipline of Crombie School.