



NEW STUDENT STARTER PACK

Electronic Communication Acceptable Use Statement for Secondary Students

The computer systems are owned by the school, and may be used by students to support their education. The school's internet Access Policy has been drawn up to protect all parties - the pupils, the staff and the school.

The school reserves the right to examine or delete any files, including electronic mail message, that may be held on its computer systems and to monitor any internet sites visited and use of electronic communication.

Students requesting internet access and use of email should sign a copy of this Acceptable Use Statement and return it to the Headteacher for approval.

- All users will follow the school Rules for Responsible use of Electronic Communication.
- All Internet activity should be appropriate to the student's education.
- Access should only be made via the authorised identity and password, which should not be made available to any other person.
- Activity that threatens the integrity of the school ICT systems, or activity that attacks or corrupts other systems, is forbidden.
- Users are responsible for all email sent and for contacts made that may result in email being received.
- Use for personal financial gain, gambling, political purposes or advertising is forbidden.
- Copyright of materials must be respected.
- Posting anonymous messages and forwarding chain letters, except to a specified school mailbox, is forbidden.
- As email can be forwarded or inadvertently be sent to the wrong person, the same professional levels of language and content should be applied as for non-electronic school correspondence.
- Use of electronic communication to access materials which the school considers inappropriate, such as pornographic, racist or offensive material, is forbidden.