STUDENT POLICY FOR ACCEPTABLE USE OF ICT

	Date	Minute No.	Review Date
Approved by Governors	11th February 2013		
Reviewed by Governors			
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You are expected to read and understand this policy.

ICT Hardware and Network

All students

will use ICT equipment with care.

will report immediately any faults or problems to an ICT technician, via their teacher, and not make repairs, or fix it, however easy it mayseem.

will ask their teacher to get an ICT technician if any cables are disconnected from the computers, they need to connect anything to thecomputers or network, other than memory sticks, there is a need to swap hardware, such as mice or keyboards between machines

will not unplug or disconnect and computer equipment or peripheralswithout permission

will not allow anyone else access to their network area and will makesure their password is secure.

will not connect personal laptops to the school's network without priorpermission from an ICT technician.

Internet

The School uses the EMPSN Broadband access which is filtered by NewSweeper to help prevent access to undesirable web sites.

All Students

are expected to be responsible for their own behavior on the Internet,just as they are anywhere else in school. This includes materials they choose to access, and language they use.

are expected not to deliberately seek out offensive or unsuitable materials when using the www. Should any pupils encounter any such material accidentally, they are expected to report it immediately to ateacher, so that someone in the ICT department can block further access to the site.

are expected not to use any rude or offensive language in their email communications and contact only people they know or those a teacher hasapproved.

will not give out personal information about themselves or others and not make arrangements to contact someone unless this is part of an approvedschool project.

will only use computers for schoolwork and homework unless permissionhas been granted.

will not try to download programs from the www or bring programs fromhome. This is for both legal and security reasons.

Students who choose not to comply with these expectations will be warned.

Appropriate sanctions will be put in place which might include restrictedaccess to the school's facilities and/or to Internet resources.