

Rules of Responsible use of ICT

We use the school computers and Internet connection for learning. These rules will help us to be fair to others and keep everyone safe.

- ❖ I will not use a computer unless supervised.
- ❖ I will ask permission before entering any website unless my teacher has already approved the site.
- ❖ I will only conduct a web search using key words from the topic I am working on.
- ❖ I will not access Facebook, Twitter or any other social network whilst in school.
- ❖ I will not add or try to access staff accounts on any social network site.
- ❖ I will only use my log in and keep my password a secret.
- ❖ I will not touch other people's computers or delete their work.
- ❖ I will only email people my teacher has approved and the messages will be polite and sensible.
- ❖ I will not give out any personal information on the email.
- ❖ I will not use internet chat
- ❖ If I see anything I am unhappy with or receive message I do not like I will report them to my teacher immediately.
- ❖ I know that the esafe system monitors my files and the websites I visit.
- ❖ I understand if I break these rules I can be stopped from using the Internet or computers.

The school computer and Internet system is monitored by esafe software. Any unauthorised or unlawful use of the system will be reported and dealt with.