

ICT 'ACCEPTABLE STUDENT USE' POLICY

AIM/PURPOSE

The aim of the policy is to ensure that students have clear and unambiguous guidelines for ICT use.

GENERAL PRINCIPLES

ICT is an important part of learning at Trinity. All students are provided with access to the school network and an email account and we expect all students to be responsible for their behaviour when using ICT in school. Students are taught about e-safety in Y7 and will know how to stay safe using ICT.

Any student who misuses the computers in school including the internet or email, will have their access removed for a period of time. Parents will be informed of the nature of the misuse.

ACCEPTABLE USE CONDITIONS FOR STUDENTS OF TRINITY CHURCH OF ENGLAND HIGH SCHOOL

- ◆ I will only use the school's ICT facilities such as the internet and email for school work.
- ◆ I will only log onto the system using my own username and password and will not tell anyone what these are.
- ◆ I will not try to access anyone else's files.
- ◆ I will not give out my personal details on the internet.
- ◆ I will not use websites that have unsuitable material on them. If I am not sure what is suitable, I will ask a teacher.
- ◆ I will not send anything that is offensive or illegal to other students or staff.
- ◆ I understand that all my use of the internet is monitored and logged and can be made available to my teacher.
- ◆ I will not download anything not needed for my school work onto my network area.
- ◆ I will not try to access banned sites by using a proxy server.

The above policy will be made known to students, is available on the school website and can be requested as a hard copy. It is expected that all parents and students accept the policy rules and support the safe and appropriate use of ICT at Trinity.

MONITORING AND EVALUATION

This will be led by the ICT Co-ordinator in liaison with the school Leadership Team and the Governors' Curriculum Committee. The policy will be ratified by the Full Governing Body.