

## **Student acceptable use of ICT agreement**

We understand the importance and benefits of technology for students' learning and personal development. However, we also recognise that safeguards need to be in place to ensure students are kept safe at all times.

All students must agree to follow these rules to use our ICT systems:

- I will only use ICT systems in school, including the internet, for school purposes.
  - I will only log on to the school network and any software with my own user name and password.
  - I will not download or install software on school equipment.
  - I will not reveal my passwords to anyone and I will change them regularly. If I know that someone else may have seen or misused my login details I will inform my teacher.
  - I will only use my school e-mail address to communicate with staff or with students for reasons connected with schoolwork. I will not use my private email account on school machines.
  - I will make sure that all communication with students, teachers or others is responsible, respectful and sensible.
  - I will be responsible for my behaviour when using the internet. This includes the resources I access and the language I use.
  - I will not deliberately browse, download, upload or forward material that could be considered offensive or is illegal. If I accidentally come across any such material, I will report it immediately to my teacher.
  - I will not give out any personal information such as my name, phone number or address.
  - I will not take images of any student or member of staff on site during the school day.
  - I will not distribute images of any student wearing the Chapel-en-le-Frith High School uniform. I will not post photos on any forum that show the Chapel-en-le-Frith school logo.
  - I will ensure that my online activity, use of mobile technology or social media both in school and outside school, will not cause my school, the staff, students or others distress or bring the school into disrepute.
- I will support the school's approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset or offend any member of the school community.
- I will respect the privacy and ownership of others' work online at all times.
  - I will not attempt to bypass the school's security systems.
  - If during remote learning, I am engaged in a video lesson or meeting from home I will ensure that I am appropriately dressed. I will ensure that I am working from an appropriate place such that others in the meeting cannot see any inappropriate materials, posters etc. and so that other people do not appear in the meeting without their knowledge or consent. I will not record or screen shot any such meeting. I will not distribute images taken from the meeting.
  - I understand that my use of the internet and other related technologies can be monitored and logged and can be made available to my teachers and parents.
  - I understand that my actions on the school systems are monitored for the purpose of internet safety and data protection.

**In consenting to a child using the schools ICT systems the parent is agreeing to the terms above.**