INTERNET ACCEPTABLE USE POLICY

When using the school network, I will:
- only access the school computer network using own ID and Password;
- ask a member of staff to remind me of my login details if I cannot remember them;
- never log on using another person's details and endeavour to keep my codes secret;
- always log off when I am finished on the computer;
- not attempt to alter any computer setting, including background images;
- always ask permission before attempting to transfer any files to the school network;
- not attempt to download, upload or otherwise bring onto the school network programs and files that may contain hidden programs (zip, exe, etc.). This includes all files that may be used for purposes forbidden on the school network such as games and chat rooms;
- not attempt to deliberately seek out files on the school network that may be used for malicious purposes;
- never access other people's files unless a copy has been sent to me by email;
- only use the computers for school work or homework;
- always handle the equipment with care and respect;
- report any faults to my teacher straight away.

When using the Internet, I will:
- ensure a teacher is present in the room before using the internet and always ask if I may use it, unless I have been directed to do so as part of my lesson;
- not deliberately seek out inappropriate or offensive material;
- no deliberately seek to bypass the school internet filters in order to gain access to sites that have been deemed inappropriate;
- report any material that I accidentally come across that is inappropriate to my teacher; This applies to any material of a violent, dangerous, racist or inappropriate sexual nature
- not download applications or other software;
- not access games sites other than those specifically directed by my teacher for educational purposes;
- never publish personal details about myself, my friends or other people that I know
- not use chat rooms or instant message type applications;
- refrain from using foul language in any email correspondence and will never use the school email system to send messages that are aimed at causing harm or upset to others;
- always report any unpleasant emails I am sent to a teacher;
- not open email attachments without the permission of my teacher.

Please tick the box for Internet Accessible Use Policy via the Arbor App