STUDENT ICT ACCEPTABLE USE POLICY

Approved by	Local Governing Committee
Date approved	20th May 2024
Review date	Summer 2025

Contents

1. Policy Statement

We want all our students to be everything they can be and everything they are meant to be – to be able to live life in all its fullness (John 10.10).

Students are responsible for good behaviour when using ICT just as they are in any other aspect of school life; general behaviour rules and expectations apply. This policy has been written to protect all parties. The school has made every effort to provide a safe, educational environment. ICT is provided for students to conduct research and communicate with others. Parent/carer permission is required. ICT access is a privilege, not a right, and this requires responsibility.

Individual users of ICT are responsible for their behaviour and communications over the school ICT network. We expect that students will comply with school standards and will honour the agreements they have signed.

Data on the school network is not encrypted and so the system should not be used for confidential or sensitive information. The IT Team can, and do, view all files, and all data is monitored. The school firewalls provide safe and secure internet access with safeguarding filters and if necessary, the IT team may delete files and request further investigation.

Students are responsible for the emails they send and are expected to read and respond to emails in an appropriate manner.

Cyber bullying is a serious matter. Students who use the network to bully others will be dealt with in accordance with the anti-bulling policy and may be reported to outside authorities.

Students should keep their work area well organised and delete files that are no longer required.

During school, teachers guide students toward appropriate materials. Outside of school, families bear this responsibility. The following are not permitted:

- Sending or displaying inappropriate material
- Logging on to other people's accounts, even with their permission
- Damaging computers, computer systems or computer networks
- Violating copyright laws
- Downloading files without permission
- Use of Chat Rooms
- Sending anonymous messages or chain letters
- Use of ICT systems for private reasons, without the Headteacher's permission
- Use of ICT systems for financial gain, gambling, political purposes or advertising.
- Downloading large files

2. Wireless Networks

Brian Clarke provides access to a filtered, secure wireless network within the site. Students may, at the school's discretion, connect to this network using their own devices. Students log into this network using their school-assigned username and password. Users connecting to this network are making use of Brian Clarke's services (networking, internet access etc) and are subject to the same conditions and monitoring as those connecting with school devices.

The school accepts no responsibility for loss or damage to personal equipment used to connect to the network.

Please note that the Mobile Devices Policy also contains information regarding the use of ICT within school.

3. Sanctions

- Breaking any of the above rules will result in a temporary or permanent ban on ICT use.
- Additional disciplinary action may be added in line with existing practice on inappropriate language or behaviour.
- When applicable, police or local authorities may be involved with legal consequences.

4. Cross references

- Trust Safeguarding Policy
- Anti-Bullying Policy
- Mobile Phone and Electronic Devices Policy