Acceptable Use Policy

Use of Internet and e-mail in school

Computer Rules

I will handle all of the computer equipment carefully and responsibly. I will report any damage of equipment to the teacher or technician by either visiting the IT Office or by emailing ICTTECHS. I will not use any disks, memory sticks or cards in the school equipment without the permission of a member of staff. I will not connect any hardware to the school equipment, without the permission of a member of staff.

Internet Rules

I will only use the internet reasonably and report any misuse to a member of staff.
I will not use any mobile networks (4G or similar) whilst on the school groups.
I will not enter any chat rooms.
I will not try to play games.
I will not send anyone my picture without permission from my teacher/parent/carer. I will not give my password to anyone else, and I will always log off when I have finished using the computer.
I will never respond to unpleasant, suggestive or bullying e-mails and I will report any of these to my teacher.
I will not look for bad language or distasteful images while I am online, and I will report any such images I find to my teacher.
I realise that my teacher and the Internet Service Provider will check the sites I have visited.
I understand that I can only access sites and material relevant to my schoolwork unless otherwise told by my teacher.
I understand that the contents of my e-mail messages will be monitored by the Network Manager.
I will not download, run any software or visit websites with the intention of bypassing existing or future school security systems.
I will not use e-mail to send or encourage material, which is pornographic, illegal, offensive or annoying or invades another person's privacy.

AI Rules

Pupils will be provided with e-safety lessons on the safe, ethical and critical use of AI. We do not endorse pupil use of AI for schoolwork, but we are aware that some pupils use AI at home. If pupils use an AI tool to support the completion of any work produced at home, we require pupils to disclose for what purpose and to what extent AI has been used and to avoid any unauthorised or harmful use.

2026-2027

This policy was agreed in October 2026

The next review will be in September 2027