



# Stanley Park High School Acceptable Internet Use Statement



INVESTOR IN PEOPLE

## For Staff and Students

The computer system is owned by the school and is made available to students to further their education and to staff to enhance their professional activities including teaching, research, administration and management. The school's Internet Access Policy has been drawn up to protect all parties - the students, the staff and the school.

The school reserves the right to examine or delete any files that may be held on its computer system and to monitor user activities on the Internet (e.g. all Internet sites visited).

- Access must only be made via the authorised account and password, which must not be made available to any other person;
- All Internet use should be appropriate to staff professional activity or student's education;
- Activity that threatens the integrity of the school ICT systems, or that attacks or corrupts other systems, is forbidden;
- Sites and materials accessed must be appropriate to work in school. Users will recognise materials that are inappropriate and should expect to have their access removed.
- Users are responsible for e-mail they send and for contacts made that may result in e-mail being received;
- The same professional levels of language and content should be applied as for letters or other media, particularly as e-mail is often forwarded;
- Posting anonymous messages and forwarding chain letters is forbidden;
- Copyright of materials and intellectual property rights must be respected;
- Use for personal financial gain, gambling, political purposes or advertising is forbidden;
- The school will not be held responsible for payment of any items ordered through the Internet.

Staff and students requesting Internet access should sign a copy of this Acceptable Internet Use Statement and return it to the ICT Manager for approval.

Full name ..... form/post .....

Student Signature..... Parent/guardian Signature .....

Access granted ..... date .....



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## Rules for Responsible Internet Use

**The school has installed computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others.**

- **I will ask permission from a member of staff before using the Internet;**
- **I will use only my own login and password, which I will keep secret;**
- **I will not access other people's files;**
- **I will use the computers only for school work and homework;**
- **I will not bring floppy disks, CD-ROMs, memory sticks or any other form of media into school unless I have permission and will have them checked for viruses before using them;**
- **I will only e-mail people I know, or my teacher has approved;**
- **The messages I send will be polite and sensible;**
- **I will not give my home address or phone number, or arrange to meet someone, unless my parent, guardian, carer or teacher has given permission;**
- **To help protect other pupils and myself, I will tell a teacher if I see anything I am unhappy with or I receive messages I do not like;**
- **I understand that the school may check my computer files and may monitor the Internet sites I visit.**