



## **ACCEPTABLE COMPUTER & INTERNET USE POLICY**

### **PUPILS**

#### **Using the computers**

- I will only access the computer system with the login and password I have been given.
- I will not access other people's files or use their login details.
- I will not bring CDs, DVDS, USB or Flash drives into school & try to use them on the school computers.
- I will use all equipment respectfully.

#### **Using the internet**

- I will ask permission from a teacher before using the internet.
- I will report any unpleasant material to my teacher immediately because this will help protect myself & others.
- I understand that the school may check my computer files & will monitor the internet sites I visit.
- I will not complete & send forms without permission from my teacher.
- I will not give my full name, my home address or telephone number when completing forms.
- I will use the Internet for educational & research purpose only.
- I will use any Artificial Intelligence (AI) programmes as a research tool and when specifically studying and discussing AI in school work.
- Irresponsible use may result in the loss of Internet access.

#### **Using e-mail**

- I will not access personal email accounts whilst in school.
- I will only use email accounts that are set up in controlled settings for the purpose of classroom practices.
- I will not give out any personal details to any 3rd parties.
- I will not send derogatory or offensive email messages.
- I will not attach inappropriate or offensive media to email messages.

I understand & agree to follow the policy conditions listed above.

Student Signature: .....Date: .....

Parent/Guardian Signature: .....Date: .....

**This Protocol to be read in conjunction with the Safeguarding, PREVENT and Online Safety Policies**