

Stowupland High School



“Outstanding Progress for All”

Student ICT, Internet and Mobile Phone Agreement

The Stowupland High School Network is owned by the school and made available to students to further their education. This agreement will enable students to use the system safely and efficiently:

- The school reserves the right to examine or delete any files that may be held on its computer system or to monitor any Internet sites visited.
- Student use of the Internet or other forms of communication, both in school or at home, must not bring the school into disrepute or in any way bully/abuse other students or staff
- Students using ICT equipment in school must sign the consent in section 9 of the Student Admission Form in order to gain access to the school system. By logging onto the school network you are agreeing to this agreement.

SANCTIONS

Students in breach of this agreement may face the following sanctions:

- Internet access removed
- Email access removed
- Complete Network access removed
- Mobile phone/music player confiscated
- Parents contacted and seen
- Individual contract drawn up if serious abuse or repeated behaviour
- For very serious breaches of this contract, school sanctions such as exclusion could be used

Please retain this agreement at home for your reference.

Stowupland High School

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Website: www.stowuplandhighschool.co.uk

Headteacher: Mrs KD Grimes **Chair of Governors:** Mr I Gallagher

STUDENT USE OF THE SCHOOL NETWORK

- User Internet activity should be appropriate and not bring the school into disrepute or cause upset to other members of the school community or public.
- All users must use ICT resources in line with licence agreements, copyrights, contracts or national laws
- The user is required to protect their password and not share their account details with others for their use, nor utilise another users' account or misrepresent their identity for any reason. Users must not under any circumstances reveal their password to anyone else
- No user shall access (e.g., read, write, modify, delete, copy, move) another user's personal electronic documents (including email) without the owner's permission
- Network connected devices must have school approved anti-virus software installed and activated.
- The user may not turn off anti-virus software.
- No one may knowingly create, install, run, or distribute any malicious code (e.g. viruses, Trojans, worms) or another destructive program on any ICT resource.
- No one may use ICT resources to transmit abusive, threatening, or harassing material, chain letters, spam, or communications prohibited by law.
- Sending messages with abusive language or silly or offensive pictures is banned.
- Any form of electronic communication with school staff must only be through school accounts and can only be related to approved school business e.g. coursework.
- Using games sites or Flash files is not allowed during lesson time.
- The following content should not be created or accessed on ICT equipment at any time:
 - Pornography and "top-shelf" adult content
 - Material that gratuitously displays images of violence, injury or death
 - Material that is likely to lead to the harassment of others
 - Material that promotes intolerance and discrimination on grounds of race, sex, disability, sexual orientation, religion or age
 - Material relating to criminal activity, for example buying and selling illegal drugs
 - Material relating to any other unlawful activity e.g. breach of copyright
 - Material that may generate security risks and encourage computer misuse
- It is possible to access or be directed to unacceptable Internet sites by accident. These can be embarrassing and such sites can be difficult to get out of. If users accesses unacceptable content or being in receipt of unacceptable material via email, should inform the Network management staff immediately.
- Students are obliged to report any use of the school network which violates this agreement or which gives them cause for concern.

STUDENT USE OF MOBILE PHONE/MUSIC PLAYERS

- Where Mobile phones/Music devices are brought to school they are the student's responsibility. SHS cannot take responsibility for damage, theft or loss.
- These devices cannot be used in lessons unless directed by a member of staff
- Mobile phones/Music players can only be used outside school and at specific times only: before and after school, break times and lunch times. They are not to be used in corridors when moving about the school.
- Music players can only be used with headphones and will not be used to play music on speaker mode or have speakers added to them.
- Students who abuse the use of Mobile phone/music player must comply with any instruction given by a member of staff to hand over their mobile phone
- Photographing and videoing of students or staff is **strictly forbidden**.

The only exception to the above may be with teacher direction and only after suitable consent is sought or has been checked

COMMUNICATION VIA EMAIL, INSTANT MESSAGING AND SOCIAL NETWORKING SITES

- Any form of electronic communication with school staff must only be through school accounts and can only be related to approved school business e.g. coursework.
- Students should not enter into instant messaging communication with school staff.
- Students are obliged to report any use of mobile phones, which violates this agreement or which gives them cause for concern.
- Social Networking sites e.g. Facebook. Students should not start or join any group that could bring SHS in disrepute. For instance making comments about the school or any member of staff or other students past or present.