

Frederick Gough School

Acceptable use of IT Policy for Pupils



Dear Parent/Carer,

Frederick Gough School's computer network is well established and plays a major part in the education of pupils. Digital technologies have become integral to the lives of children and young people, both within and outside school. These technologies are powerful tools, which open up new opportunities for everyone, stimulating discussion, promoting creativity and promoting effective learning.

The policy below is intended to ensure pupils:

- are responsible users and stay safe while using the internet and other digital technologies for educational purposes.
- are protected from accidental or deliberate misuse that could put the user or security of the systems in danger.
- have good access to digital technologies to enhance learning and will, in return, expect students to agree to be responsible users.

For your child to gain access to the Internet, please carefully read, sign and return the following agreement to your child's form tutor at school. The school will then keep the signed agreement on record for five years at Frederick Gough School.

PARENTAL AGREEMENT

As the parent/carers, I hereby acknowledge that I have read the Acceptable Use of IT Policy at Frederick Gough School for Pupils (below) and discussed it with my child.

- I understand that access is designed for educational purposes.
- I recognise that, while efforts will be made to monitor student use of computers and Internet, it is impossible for Frederick Gough School to continually monitor and restrict access to all controversial materials.
- I further acknowledge that, while questionable material exists on the Internet, the user must actively seek it and therefore is ultimately responsible for bringing such material into school.
- I therefore do not hold the staff or Headteacher of Frederick Gough School responsible for any such materials acquired from the Internet.

Parent/Carer signature **Date.....**

Frederick Gough School

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Dear Pupils,

We understand the importance of being able to use the internet for education and personal development. This includes social media platforms, games and apps. We aim to support you as young people

PUPIL AGREEMENT

For my own personal safety:

- I will be responsible for my behaviour when using the internet, including social media platforms, games and apps. This includes the resources I access and language I use.
- I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to an adult.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not give out any personal information online, such as my name, phone number, or address.
- I will not reveal my passwords to anyone.
- I will not arrange a face to face meeting with someone I meet online unless I have discussed this with my parents and am accompanied by an adult.
- If I am concerned or upset about anything I see on the internet or any messages I receive, I know I can talk to my parent/carers and any adult in School.

School Security:

- I know I will be given a school username (eg John Smith starting in Sept 2024 would be 2024smithj), email address (eg 2024smithj@fgs.org.uk) and password. I will change my password and not disclose it to anyone or attempt to login to the network as someone else.
- I will immediately report any damage or faults involving equipment or software, however this may happen
- I will not open any hyperlinks in emails or any attachments to email, unless I know and trust the person who sent the email
- I will not install or attempt to install or store programmes of any type on any school device, nor will I try to alter computer settings
- I understand that I cannot store personal data on the school's network, such as music or photos files
- I must not create, download or store any files that may compromise the School's network, such as .bat or .exe

My responsibilities

I understand that my Internet use at school will be monitored and logged by Smoothwall software. I understand that these rules are designed to safeguard everyone and that if I choose not to follow them, my parent/carer may be contacted.

PUPIL AGREEMENT

Name of Student

Form

Student signature

Date.....

MD June 2024