LONGHILL HIGH SCHOOL
Student Acceptable IT Use Policy (AUP)

All students must follow the conditions described in this and any other Acceptable Use policy of Longhill High School when using both school and personal ICT devices and accounts. Students will be provided with guidance by staff in the appropriate use of these electronic resources, but any use of a Longhill High School account remains the responsibility of the particular user. Check the website for more information.

Conditions of Use

Student access to the networked resources is a privilege, not a right. Students will be expected to use the resources for the educational purposes. It is the personal responsibility of every student to take all reasonable steps to make sure they follow the conditions set out in this and any other Acceptable Use Policy.

Acceptable Use

Students are expected to use the school network systems and personal devices, such as mobile phones in a responsible manner. The following list must be followed:

- I will only access websites that are appropriate and have been agreed by my teacher.

- I will use appropriate language when using ICT and will act in accordance with the schools' expectations and the advice given in this policy. Illegal activities of any kind are strictly forbidden.

- I will not use electronic devices to record any student or adult activities (e.g. sound, photos, and videos) without explicit written consent.

- I will not upload to the internet any text, sounds, photos or videos that aims to cause distress to students, teachers or the wider school community.

- I will not use language that could stir up hatred against any ethnic, religious or other minority group or generally undermines the dignity and respect of any individual or group.

- I will not reveal any personal information (e.g. home address, telephone number) about myself or other users over the network.

- I will not share my login details (including passwords) with anyone else. Likewise, I will never use other people's username and password.

- I will not attempt to visit websites that might be considered inappropriate or illegal. I am aware that downloading some material is illegal and the police or other authorities may be called to investigate such use.

- I will not attempt to change damage or destroy any equipment, work of another user on the school network, or even another website or network connected to the school system.

- I agree to comply with the acceptable use policy of any other networks that I access.

UNACCEPTABLE USE

Examples of unacceptable use include, but are not limited to:
- Violate the privacy or dignity of other users, including staff, students and other members of the community
- Creating, transmitting, displaying or publishing any material (text, images or sounds) that is likely to harass, cause offence, inconvenience or anxiety to any other person
- Bringing the school into disrepute and / or causing distress to staff, students or members of the wider community
- Searching for and downloading illegal material.

SANCTIONS:

- If students fail to comply with this policy they may have their internet, email and/or computer use restricted for a period of time or withdrawn altogether.   Student personal devices, such as mobile phones, maybe confiscated for a period of time or the privilege to bring it into school removed.

- Breaking the Student Acceptable Use Policy may lead to:
- Withdrawal of the students access
- Close monitoring of the students network activity
- Investigation of the students past network activity
- Disciplinary action, including a recommendation for temporary or permanent exclusion
- In some cases, criminal prosecution

<u>Use of Social Media / Cyber Bullying</u>

The school takes the issue of Cyberbullying and the appropriate use of Social Media very seriously. Students should not be accessing social media sites unless they have reached the minimum age requirement; such as
- Facebook 13 Years
- Instagram 13 Years
- Twitter 13 Years

If parents allow children to use these and other similar social media sites before they are old enough the school will not take responsibility for resolving issues that may occur.

<u>THE USE OF ICT AND THE LAW</u>
The use of ICT will always leave evidence no matter where the incident occurred; home computer, school computer, and/or mobile phone. The user will leave a 'digital footprint' that can potentially be used to identify them.

Misusing ICT can be a criminal offence under a range of different laws, including:

- The Protection from Harassment Act 1997
- The Malicious Communications Act 1988,
- Section 127 of the Communications Act 2003
- Public Order Act 1986
- The Defamation Acts of 1952 and 1996
- Computer Misuse Act 1990
- Crime and Disorder Act 1998
- Police and Justice Act 2006

For more advice on using ICT safely please visit the following website:

www.thinkuknow.co.uk

By ticking the relevant box on the admissions form, I agree to the above policy.