



Updated April 2020

The School's computer network is well established and plays a big part in the education of students and others at Tupton Hall. In school access to the Internet is provided for the purposes of educational research and learning.

STUDENT AGREEMENT

I understand that access to the Internet from Tupton Hall School must be in support of educational research or learning, and I agree to the following:

- I will refrain from accessing instant messaging, blogs, social media, web pages or other areas of cyberspace that would be considered offensive in the judgement of the school's Headteacher (or delegate) because of pornographic, racist, violent, illegal, illicit or other content.
- I will not use chat rooms unless as part of a teacher-led educational project.
- I will not knowingly allow links, websites or messages of an offensive or dangerous nature into school.
- I will not use valuable Internet time playing non-educational games.
- The school has effective web content filtering, but not all offensive material will automatically be detected. I will not try to cheat the filtering system, and search for information of an offensive nature.
- I will be courteous and use appropriate language. I will refrain from using obscene, harassing or abusive language and will report any cases of such usage against me to my teacher or the Senior Leadership Team.
- I accept responsibility to keep copyrighted material from entering the school. Therefore, I will not download software, games, music, graphics, videos or text materials that are copyrighted. I will not violate any copyright laws by posting or distributing copyrighted materials.
- Plagiarism is unacceptable. Therefore, I will use any downloaded material in an appropriate manner in assignments, listing its source in a bibliography and clearly specifying any directly quoted material.
- I will not reveal personal information, including names, addresses, credit card details and telephone numbers of others or myself.
- I will not damage computers, computer systems or networks. Furthermore, if I discover any methods of causing such damage I will report them to the Senior Leadership Team and I will not demonstrate them to others.
- I will not attempt to change any computer, monitor or software settings on any school computers.
- I will abide by the current sign-on procedures for access to the computer network, respect other students' work and not attempt to access other people's work on the network by using either aliases or passwords that are not mine.
- The entire network is protected by anti-virus software. Students and staff are advised to use anti-virus software on home computers and laptops. If a virus is reported on screen, a member of ICT staff should be informed immediately.
- The IT Systems Manager carries out daily network backups. I will, however, attempt to save my own work correctly, and use sensible file management techniques at all times.
- I will refrain from cyber-bullying of any form.
- I will use the school email and other email sensibly and not breach any of the points in this agreement.



- I will only use my mobile phone, laptop and/or other device in accordance with the school rules and with permission of the specific teacher in lessons.
- I will not use my mobile phone or any other device to record video, take digital photographs, or edit digital images of staff, students or any other person without their prior consent.
- I understand that images of students and staff will be taken in accordance to the reasons set out in the ICT and Online Safety Policy.
- I understand that the school may keep my **biometric details** and agree to the use of this data for the sole purpose of verifying access to school systems.
- If I violate any of the terms of this agreement, I will be denied access to the Internet and/or computers for a time to be determined by the Headteacher and may face further disciplinary action as determined by the Headteacher. I am aware that each case will be considered on its merits.

TUPTON HALL SCHOOL COMPUTER AND INTERNET POLICY

PLEASE RETURN THIS FORM TO SCHOOL

PARENTAL AGREEMENT

I hereby acknowledge that I have read the agreement on student use of computers and the Internet at Tupton Hall School. I have read the ICT and Online Safety Policy and have discussed both with my child.

I understand that I am responsible for guiding my child's online activity and behaviour whilst away from school.

Children can access all school learning via school tools such as email, ClassCharts and Home Access.

Parents/Carers may be contacted if a child's online behaviour is unkind or does not meet the conditions of this policy.

Parents/Carers should contact their child's tutor if they require advice or information about online activity.

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 Tupton Hall 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 the school. I therefore do not hold the staff or Headteacher of Tupton Hall School responsible for any such materials acquired from the Internet.

I do not wish the school to retain any biometric information regarding my son/daughter.

I am happy for my child's image to be used in publicity which positively promotes and celebrates Tupton Hall School and its students, as outlined on page 11 of the ICT and Online Safety Policy.

Parent/carer name (please print)

Child name Form

Signed Date