

## GUIDELINES FOR PUPIL USE OF COMPUTERS, THE INTERNET & E-MAIL FACILITIES

Pupils using the School Network must do so responsibly and for constructive purposes. If in doubt, they should always ask one of their teachers.

The following are not permitted:

- Attempting to access sites which have been blocked by the School
- Using the system for purposes other than direct school curriculum use
- Attempting to or actually accessing the folders, files or work of other pupils
- Sending or displaying offensive messages or pictures
- Damaging computers, computer systems, computer networks either physically or within software
- Violating copyright laws
- Attempting to or using others' passwords
- Intentionally wasting consumable resources e.g. paper or ink/toner
- Disobeying any teachers' instructions regarding the usage of the system whether supervised or unsupervised which is not explicitly referred to above

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### Use of Computers, the Internet and E-Mail Facilities

#### Pupil

As a school user of computers and the Internet, I agree to comply with the published Guidelines on its use. I will use the network in a responsible way and observe all current and future restrictions as explained to me by my teachers.

Name ..... Signature .....

Year ..... Date .....

#### Parent

I have read and understood the published Guidelines and discussed them with my child. I understand that there could be serious consequences if my child abuses these facilities.

Signature ..... Date .....

*I/We consent to the school (through the head as person responsible) obtaining, using, holding and disclosing "Personal data" including "sensitive personal data" (such as medical information), for the purposes of safeguarding and promoting the welfare of our child, and where necessary for the legitimate interests of the School and ensuring that all relevant legal obligations of the school and ourselves are complied with. I/We give my/our consent to such processing and disclosure provided that at all times any processing or disclosure of personal data or sensitive personal data is done lawfully and fairly in accordance with the Data Protection Act 1998.*