

"I understand that I must use school ICT systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the ICT systems and other users. "

"For my own personal safety: I understand that the school will monitor my use of the systems, devices and digital communications."

"I will keep my username and password safe and secure – I will not share it, nor will I try to use any other person's username and password. I understand that I should not write down or store a password where it is possible that someone may steal it. "

"I will not disclose or share personal information about myself or others when on-line (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc) "

"I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it on-line."

"I understand that everyone has equal rights to use technology as a resource and: I understand that the school systems and devices are primarily intended for educational use and that I will not use them for personal or recreational use unless I have permission."

"I will not use the school systems or devices for on-line gaming, on-line gambling, internet shopping, file sharing, or video broadcasting (eg YouTube), unless I have permission of a member of staff to do so. "

"I will act as I expect others to act toward me: I will respect others' work and property and will not access, copy, remove or otherwise alter any other user's files, without the owner's knowledge and permission."

"I will not take or distribute images of anyone without their permission."

"I recognise that the school has a responsibility to maintain the security and integrity of the technology it offers me and to ensure the smooth running of the school: I understand the risks and will not try to upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others, nor will I try to use any programmes or software that might allow me to bypass the filtering / security systems in place to prevent access to such materials."

"I will immediately report any damage or faults involving equipment or software, however this may have happened."

"I will not open any hyperlinks in emails or any attachments to emails, unless I know and trust the person / organisation who sent the email, or if I have any concerns about the validity of the email (due to the risk of the attachment containing viruses or other harmful programmes)"

"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."

"When using the internet for research or recreation, I recognise that: I should ensure that I have permission to use the original work of others in my own work"

"Where work is protected by copyright, I will not try to download copies (including music and videos)"

"I understand that if I fail to comply with this Acceptable Use Policy Agreement, I will be subject to disciplinary action. This may include loss of access to the school network / internet, detentions, exclusions, contact with parents and in the event of illegal activities involvement of the police."