

Kings Langley School



Student Acceptable Use Agreement

REVIEW DATE: JANUARY 2014

Kings Langley School Student Acceptable Use Agreement/eSafety Rules

ICT (Information and Communication Technology) and the related technologies such as the internet and email are an important part of learning in our school. We expect all students to be responsible for their behaviour when using ICT and the Internet. It is essential that students are aware of eSafety and know how to stay safe when using any ICT.

Students are expected to discuss this policy with their parent/carer and then to sign and follow the eSafety Rules. Any concerns or explanation can be discussed with their class teacher or Mr C Peirce, Kings Langley School eSafety coordinator.

- I will only use the school's ICT systems including the internet, email, digital video etc for school purposes.
- I will only access the school network using my own user name and password, and will not attempt to by-pass the school's internet filtering system.
- I will not download or install any software onto the school network or computers.
- I will follow the schools ICT security system and not reveal my passwords to anyone.
- I will only use my school email address when using computers in school.
- I will not use my mobile phone to access the internet in school unless specifically instructed by a member of staff.
- I will make sure that all ICT communications with students, teachers or others is responsible.
- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
- I will not access any social networking sites (e.g. Facebook, Twitter) whilst in school
- 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 my teacher.
- I will not send to students, teachers or others material that could be considered offensive or illegal.
- I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher.
- I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers.
- I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/carer may be contacted.

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Parent/Carer and student signatures

We have discussed this policy and(student name) agrees to follow the eSafety Rules and to support the safe use of ICT at Kings Langley School.

Parent/Carer Signature:

Student Signature:

Form:

Date:

Developed from the Kent and Hertfordshire Policies and the LGFL Policy

This document should be read in conjunction with the school's related policy documents, namely: -

- *Behaviour and Conduct Policy*
- *Mobile Telephone Policy.*