



Rules for Responsible Internet Use by Staff, Visitors and Pupils

The computer system is owned by the Mary Tavy and Brentor Primary School. This Responsible Internet Use statement helps to protect children, staff and the school by clearly stating what use of the computer resources is acceptable and what is not.

Irresponsible use may result in the loss of Internet access and could lead to disciplinary proceedings for staff .

Network access must be made via the user's authorised account and password, which must not be given to any other person.

School computer and Internet use must be appropriate to the pupil's education or to staff professional activity.

Copyright and intellectual property rights must be respected.

E-mails should be written carefully and politely, particularly as messages may be forwarded or printed and be seen by unexpected readers.

Users are responsible for e-mails they send and for contacts made.

The use of unauthorised chat rooms is not allowed.

The school computing systems may not be used for private purposes, unless the Headteacher has given permission for that use.

Use for personal financial gain, gambling, political purposes or advertising is not permitted.

ICT system security must be respected; it is a criminal offence to use a computer for a purpose not permitted by the system owner.

The school may exercise its right to monitor the use of the school's computer systems, including access to web-sites, the interception of e-mails and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system is or may be taking place, or the system is or may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.



Rules for Responsible Computer Use

The school has installed computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others.

I will only use the Internet when a teacher is present



I will only e-mail people I know or my teacher has approved

Anything I write on the computer will be polite and responsible



I will not log in as another person or access other people's files

I will not try and access chat rooms or social media



I will not bring in USBs or CD ROMs from outside school unless I have been given permission from the teacher

I will not use the printer without permission



I understand that the school may check my computer files and will monitor the Internet sites that I use