



ACCEPTABLE USE POLICY (AUP) - STUDENTS

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1 Introduction

All students must follow the conditions described in this policy when using the school's computer network, including Internet access and Moodle (the school's Virtual Learning Environment) both in and outside of school. Students must also follow these conditions when using (with permission) their own mobile devices.

Breaking these conditions may lead to:

- Withdrawal of student access
- Close monitoring and investigation of the students' computer use
- In some cases, police involvement and criminal prosecution
- Fixed Term and/ or Permanent Exclusion

2 Conditions of Use

Student access to the school computer network is a privilege, not a right. Students will be expected to use the resources for the educational purposes for which they are provided. When agreeing to this policy, students must also accept responsibility for reporting misuse to Mrs. Stewart or Mr. Morrison.

3 Acceptable Use

Students are expected to use the network systems in a responsible manner. It is not possible to set a complete list of rules about what is, and what is not, acceptable. All use however should be consistent with the school's behavior policy and the BASICS. The following list provides some examples that must be followed:

- 3.1 I will not create, send or post any material that is likely to cause offence or harm.
- 3.2 I will use appropriate language.
- 3.3 I will not be offensive toward any minority or religious group.
- 3.4 I realise that files held on the school network will be regularly checked.
- 3.5 I will not reveal any personal information (e.g. home address, telephone number) about myself or others.
- 3.6 I will not trespass into others files or folders.
- 3.7 I will not share my login details (including passwords) with anyone else. Likewise, I will never use other people's username and password.
- 3.8 If I think someone has my password, I will change it immediately.
- 3.9 I will ensure that I log off after every computer use.
- 3.10 I understand that I am not allowed to access Social Media platforms at school.
- 3.11 I am aware that e-mail is not guaranteed to be private.

- 3.12 I will not use the network in any way that would disrupt use of the network by others.
- 3.13 I will report any in-appropriate use of the computer network to Mrs. Stewart.
- 3.14 I will not attempt to visit websites that might be considered inappropriate or illegal.
- 3.15 I will not receive, send or publish material that violates copyright law.
- 3.16 I will not attempt to harm or destroy any equipment or work of another user.

4 Student Agreement

I have read and understood the Student Acceptable Use Policy for Preston School. I understand that should I be found in breach of the Acceptable Use Policy I may be liable to disciplinary procedures and, if appropriate, the Police and local authorities may become involved.

Student Name *

Student Signature

Date

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* Please use block capitals.