Richard Lander School

Acceptable Use Policy for Students

I understand that using the computer network is a privilege and that when using the school computers I will:

- always behave in a sensible, mature way, respecting others at all times
- only log on using my own username and keep my password secret
- report any suspected breach of network security (whether by myself or others) to a member of staff
- refrain from accessing any newsgroups, links, web pages or other areas of cyberspace that would be considered offensive because of pornographic, racist, violent, illegal or illicit content
- never use my school email address to sign up to or access social networking sites such as Facebook
- never seek to harass or abuse fellow students or members of staff through the use of obscene or offensive language or images, either on the school network itself or via external social networking sites, and will report any cases of such usage against me
- only use the school computer network for school-related work
- use my school email for appropriate school purposes only
- not attempt to access banned sites through the use of proxy websites or seek other ways of avoiding the school internet filtering system.
- never use Mobile Internet devices in school to access the internet or email
- take responsibility for monitoring and appropriately rejecting any such newsgroups, links, web pages or other areas of cyberspace accessed by me
- always be courteous and use appropriate language both to those around me and those I contact through the network
- not allow copyrighted material to enter the school network eg MP3 files
- not download software, games, music, graphics or video without first checking copyright and asking my teacher
- use any downloaded material in an appropriate manner in my work, listing its source in a bibliography and clearly specifying any directly quoted material
- never reveal personal information including names, addresses, credit card details, telephone or fax numbers and photographs of myself or others
- never subscribe to auto-mailing systems
- only use the school address where I have permission and will never give other details about the school, including telephone numbers
- not interfere with or damage the school computers or peripherals, the school systems or network in any way
- report any accidental damage immediately to a member of staff
- report any misuse of the Internet or email to a member of staff