

The Hemel Hempstead School Acceptable Use Policy for Computer and Internet Usage

At The Hemel Hempstead School, we expect all pupils to have some responsibility for their own behaviour and actions when using the internet, just as they are anywhere else in school. This includes materials they choose to access, and language they use. This Responsible Internet Use statement will help protect students, staff and the school by clearly stating what is acceptable and what is not.

1. Pupils using the internet are expected not to deliberately seek out offensive materials. Should any pupils encounter such material accidentally, they are expected to report it immediately to a teacher.
2. Personal printing is not allowed on our network for cost reasons (e.g. pictures of pop groups/cartoon characters).
3. The internet resource will not be used to create, download or extract tunes or tones for mobile telephones.
4. No personal information such as telephone numbers and addresses should be given out.
5. Using another student's Login and trespassing in another user's folders, work or files is not permitted.
6. Activity that threatens the integrity of the school ICT systems, or that attacks or corrupts other systems, is forbidden.
7. Sending or displaying offensive or potentially offensive messages or pictures and using obscene, rude or potentially offensive language (including harassing, insulting or attacking others) is not permitted.
8. Posting anonymous messages and forwarding chain letters is forbidden.
9. The use of public chat rooms and social networking sites (e.g. Myspace, Bebo, Facebook, YouTube) is forbidden.
10. Copyright of materials and intellectual property rights must be respected.
11. Use for personal financial gain, gambling, political purposes or advertising is forbidden.
12. No programs on disk, CD-ROM, DVD or memory sticks should be brought in from home for use in school. This is for both legal and security reasons.
13. The school believes that the benefits to pupils from access to the resources of the internet far exceed the disadvantages. Ultimately, the responsibility for setting and conveying the standards that children are expected to follow, when using media and information resources, is one the school shares with parents and guardians. At The Hemel Hempstead School, we consider that the optimum solution for success lies in a combination of site filtering, supervision and by promoting and developing a responsible attitude in our pupils in partnership with parents. The rules that form our Internet Access Agreement, are included in this booklet. This Agreement can be seen as an extension to the Home-School Agreement. Malicious damage to computers, computer systems or the computer network will result in the withdrawal of network access.

Pupils consistently choosing not to comply with this Policy will be warned, and subsequently, may be denied access to internet resources. They will also come under the general discipline procedures of the school, which comprises an escalating set of measures including a letter to parents and withdrawal of privileges.

eSafety Programme

At The Hemel Hempstead School, we are committed to providing a safe, secure environment for all our students; staying safe online is an important part of this. We are therefore using the education programme provided by The Child Exploitation and Online Protection Centre (CEOP) to provide children with the information they need to avoid risks, and know how to report anything upsetting they may encounter whilst online. Below you will find a list of useful websites but if you would like more information, please contact Mrs Head (Subject Leader, ICT).

www.ceop.gov.uk
www.thinkuknow.co.uk
www.childnet-int.org
www.thegrid.org.uk/eservices
www.iwf.org.uk
www.childline.org.uk
www.stopitnow.org.uk