

Blenheim High School
Student Acceptable Use Policy

This Acceptable Use Policy is intended to ensure:

- Young people will be responsible users and stay safe while using the internet and other digital technologies.
- Students have good access to digital technologies to enhance their learning and will, in return, be expected to be responsible users.
- School systems and users are protected from accidental or deliberate misuse that could put the security of the systems at risk

Acceptable Use Policy

I understand that I must use school systems in a responsible way, to ensure that there is no risk to my safety or to the safety and security of the systems and other users.

For my own personal safety:

- I will only log on to school systems with my own user name and password
- I will not share my password(s) with anyone and will change them regularly
- I will not give out any personal information such as my name, phone number, address or email
- I will not arrange to meet someone unless this is part of a school project approved by my teacher and parent/carer

I understand that everyone has equal rights to use technology as a resource and:

- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use
- I will only use ICT systems in school, including the internet, e-mail, digital video, mobile technologies, etc. for school purposes
- I will not attempt to download or install software on school computers
- If given permission to install software on an iPad, I will ensure that the software is age appropriate and will not cause any offence
- I will ensure that my use of school technologies will not cause my school, the staff, students or others distress or bring them into disrepute
- I cannot use USB drives or external hard drives on school computer systems
- I will check my school e-mail account regularly and delete unwanted emails

I will act as I expect others to act toward me:

- I will make sure that all electronic communications with students, teachers or others are responsible, sensible and polite, particularly as electronic communications can be forwarded to others without my knowledge
- I will not take or distribute images of anyone without their permission
- I will respect the privacy and ownership of others' work online at all times
- I understand that occurrences of 'cyber bullying' – use of electronic communications to humiliate, intimidate or make someone feel uncomfortable will be dealt with under the school's anti-bullying policy

I recognise that the school has a responsibility to maintain the security and integrity of the technology it offers me and to ensure the smooth running of the school:

- I will not deliberately browse, download, upload or forward 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 attempt to bypass the Internet filtering system or management systems
- I understand that all my use of the Internet and other related technologies will be monitored and logged whilst I am using school technologies and can be made available to my teachers. I further understand that the school will monitor, access and/or remove inappropriate content within my account

When using the internet for research or recreation, I recognise that:

- I should ensure that I have permission to use the original work of others in my own work
- Where work is protected by copyright, I will not try to download copies (including music and videos)

When bringing a Personal Mobile Phone or Device into school, I understand that:

- Personal mobile phones and personal mobile devices brought into school are my responsibility
- The school accepts no responsibility for the loss, theft or damage of my personal mobile phone or any personal mobile device

I will be responsible with Personal Mobile Phones at school and:

- I will not use my Personal Mobile Phone when walking around the school
- I understand that if I use my personal mobile phone when walking around the school it will be confiscated by a member of staff and taken to the Finance Office where I can pick it up at the end of the school day
- I understand that if my personal mobile phone is confiscated 3 times my parent/carer will be asked to pick up my personal mobile phone from the Finance Office

I understand that I am responsible for my actions, both in and out of school:

- I understand that these rules are designed to keep me safe and that if they are not followed, access to ICT resources may be withdrawn, further sanctions applied and my parent/carer may be contacted
- I understand the School will monitor the use of its computer systems, including access to websites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system may be taking place, the system may be being used for criminal purposes or storing unauthorised or unlawful text, images or sound

I have read and understood the school's Acceptable Use Policy I will use the school's ICT systems and Internet in a responsible way and obey these rules at all times. I know that network and internet access will be monitored and access to both may be withdrawn if the online-safety rules are not followed.

Student Signature: _____ Date: _____

Parent/Carer's Consent for Network Access

I have read and understood the school Acceptable Use Policy. I understand that the school will take all reasonable precautions to ensure students cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the Internet.

Parent/Carer Signature: _____ Date: _____