

Acceptable Use Agreement for Older Age students

(Grade 6-Grade10)

This form relates to the student/pupil Acceptable Use Agreement

Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school systems.

For my own personal safety

- I understand that the school will monitor my use of the systems, devices and digital communications.
- I will keep my username and password safe and secure-I will not share it, nor will I try to use any other person's username and password. I understand that I should not write down or store a password where it is possible that some may steal it.
- I will be aware of "stranger danger", when I am communicating online.
- I will not disclose or share personal information about myself or others when online (this could include names, addresses, email addresses, telephone numbers, age, gender, educational details, financial details etc.)
- I will immediately report any unpleasant or inappropriate material or messages or anything that makes me feel uncomfortable when I see it on-line. I will try to contact the school social worker/Online safety leader if I feel discomfort online
- I understand that everyone has equal rights to use technology as a resource.
- I understand that school systems and devices are primarily intended for educational use and I will not use them for personal or recreational use unless I have permission.
- I will not try (unless I have permission) to make large downloads or uploads that might take up internet capacity and prevent other users from being able to carry out their work.
- I understand that it may be criminal offence or breach of the school policy if I download or share inappropriate pictures, videos, or other material online. I also understand that it is against the law to take, save or send indecent images of anyone under the age of 18
- I will not use the school systems or devices for on-line gaming, on-line gambling, internet shopping, file sharing or video broadcasting (e.g. YouTube)
- I will act as I expect others to act towards me.
- I will respect others work and property and will not access, copy, remove or otherwise alter any other user's files without the owner's knowledge and permission.

- I will be polite and responsible when I communicate with others, I will not use strong, aggressive or inappropriate language and I appreciate that others may have different opinions. I will not take or distribute images of anyone without their permission.

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

- I understand the risks and will not try to upload, download or access any materials which are illegal or inappropriate or may cause harm or distress to others, nor will I try to use programmes or software that might allow me to bypass the filtering/ security system in place to prevent access to such materials.
- I will immediately report any damage or faults involving equipment or software; however, this may have happened.
- I will not open my hyperlinks in emails or any attachments to emails, unless I know and trust the person/organization who sent the email, or if I have any concerns about the validity of the email. (due to the risk of the attachment containing viruses or any harmful programmes)
- I will not install or attempt to install or store programmes of any type on any school device, nor will I try to alter computer settings.

When using the internet for research/assignment or recreation, I recognize 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 I am using the internet to find information, I should take care to check that information that I access is accurate as I understand that the work of others may not be truthful and may be a deliberate attempt to mislead me.
- I understand that I am responsible for my action, both in and out of school.
- I understand that the school also has the right to take action against me if I am involved in incidents of inappropriate behavior, that are covered in this agreement, when I am out of school and where they involve my membership of the school community.
- I understand that if I fail to comply with this Acceptable use policy Agreement, I may be subject to disciplinary action.
- I have read and understand the above and agree to follow these guidelines when:
- I use the school systems and devices (both in and out of school)
- I have read and talked about these rules with my parents/guardians
I have read, understood and agreed to comply with the School Acceptable Use policy

Name School/Pupil

Class & Division

Signed.....

Parent/Guardian Name and signature.....

Date.....