

Bristol Free School: Student ICT Agreement

Student ICT Agreement

Guideline for all Users of the School Network

Access to the school network and Internet is provided for you to carry out recognised schoolwork. This provision will only be made on the understanding that you agree to follow these guidelines.

- Computer (file) storage areas will be treated as school property. Staff may look at files and communications to ensure that the system is being used responsibly. Users should not expect their work and emails to be private.
- You should also be aware that a member of staff could view your computer screen, from the school network without your knowledge, at any time.
- Users are responsible for good behaviour. General school rules apply whilst using the computers.
- Eating, drinking, grooming or the use of aerosol sprays near a computer may cause serious damage and are strictly prohibited.
- Do not use another person's password. If doing shared work you should use your email account.
- Do not reveal your password to anyone. If you think someone knows your password, then change it.
- Programs must not be loaded or installed on a computer except by ICT Support Staff. Do not bring programs in on removable media, email or download them from the Internet.
- The use of the Internet is a privilege and provided for users to conduct genuine research and communicate with others. All the sites you visit are recorded.
- During lessons, teachers will guide students toward appropriate materials. Outside lessons, families bear this responsibility.

You are not permitted to:

- Download any files without permission.
- Use Instant Messengers (e.g. AOL IM, Yahoo Pager, MSN)
- Use social media, ie Facebook, Twitter or other similar sites
- Use Chat, play games, use mobile ring tones sites or SMS sites.
- Use web mail, other than that provided for your school account.
- Use obscene or offensive language; remember that communication should be polite to maintain the good reputation of the school.
- Seek out any offensive material.
- Complete mailing lists or subscription forms on the Internet for personal use.
- Violate copyright laws. (Never copy and make use of any material without giving credit to the author. Copyright, Designs & Patents Act 1988)

Sanctions

Violations of the above rules will result in either a temporary or permanent ban of Internet and/or network use, ranging from a 1-week Internet ban, to total network privileges removed.

Serious offences will be addressed as required.

You are reminded that you are always subject to the Data Protection Act 1998, Computer Misuse Act 1990 and Copyright, Designs and Patents Act 1988

The School reserves the right to seek remuneration from parents of students who cause malicious damage to ICT equipment

✂ _____

We agree to the terms and conditions of the School's Student ICT Agreement.

Student First Name: _____ Student Family Name: _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

This form must be signed and returned at your enrolment interview