**Bishop Stopford's School Pupil Acceptable Use Policy 2020**

When using the school's ICT systems (like computers, Google Classroom) and get onto the internet in school:

1. I will only use ICT systems in School, including the Internet, e-mail, digital video and mobile technologies for School purposes.
2. I will not download or install software on School technologies.
3. I will only log on to the School network, other systems and resources with my own user name and password.
4. I will follow the Schools ICT security system by setting secure passwords, not reveal them and change them regularly.
5. I will disable cellular internet connection whilst in School on any device and connect to the internet only through the School wireless system.
6. I will make sure that all ICT communications with pupils, teachers or others is responsible and sensible.
7. I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
8. I will not access or attempt to access accounts belonging to other users.
9. I will not deliberately browse, download, upload or forward material that could be considered or illegal. If I accidentally come across any such material I will report it immediately.
10. Images of pupils and/or staff will only be taken, stored and used for School purposes in line with School policy and not distributed outside the School network without the permission of the Headmaster.
11. I will follow guidance and advice to ensure I use the Internet and related digital technologies safely. I will not give out personal information such as name, address or phone number. If I am concerned about mine, or someone else's, safety online I will speak to an adult.
12. I will ensure that my online activity, both in School and outside School, will not cause my School, the staff, pupils or others distress or bring into disrepute.
13. I will support the School approach to online safety and not deliberately upload or add any images, video, sounds, or text that could upset any member of the School community.
14. I will respect the privacy and ownership of others work on-line at all times. This includes respecting all copyright laws and never knowingly plagiarising another person's work.
15. I will not attempt to bypass the Internet filtering system.
16. I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to teachers.
17. I understand that these rules are designed to keep me safe and that if they are not followed, School sanctions will be applied and my parent/carer may be contacted.
18. I will tell a teacher (or sensible adult) immediately if I find any material which might upset, distress or harm me or others and understand that I can contact the ThinkUKnow website to report this material as well.
19. I will not arrange to meet anyone offline without first consulting my parent/carer, or without adult supervision
20. I understand that personal mobile phones or other personal electronic devices are not to be used in school unless instructed to do so by a member of staff and that they may be confiscated if seen or being used without permission.

https://www.thinkuknow.co.uk/

http://www.ceop.police.uk/Safety-Centre/



To report abuse click on or type in this link.