

## NETWORK RULES

Updated: September 2015

Review date: September 2016

Students are responsible for good behaviour on the Internet just as they are in a classroom or a school corridor. General School rules apply.

The Internet is provided for students to conduct research and communicate with others. Remember that access is a privilege, not a right and that access requires responsibility. Individual users of the Internet are responsible for their behaviour and communications over the network. It is presumed that users will comply with School standards and will honour the agreements they have signed.

Computer storage areas, removable storage media and electronic communications may be reviewed by staff to ensure that the users are using the system responsibly. Users should not expect that files stored on servers or disks would always be private. The School may withdraw access to the Internet at any time.

During school, teachers will guide students toward appropriate materials. Outside of school, families bear responsibility for such guidance as they must also exercise with information sources such as television, telephones, films, radio and other potentially offensive media.

### The following are not permitted on the Network or any School computer:

- Using anonymous proxies to circumvent Grid security.
- Sending, obtaining or displaying offensive messages or pictures.
- Using obscene language e.g. swear words or other rude words.
- Harassing, insulting, bullying or slanderously attacking others.
- Physically or electronically damaging computers, computer systems or computer networks.
- Violating copyright laws (e.g. copying from the internet and claiming it's your work) or entering sites promoting plagiarism.
- Using others' passwords or entering other users' folders, work or files or going on the internet, even with the other user's permission.
- Allowing others access to your area by not safeguarding your password or simply typing your password in for them.
- Printing anything that is not school work or excess pages from the internet without permission.
- Running programs which are not provided by or approved by the school. This includes any **games** which are not allowed **at any time**. (There are a few exceptions to this such as BBC Bitesize and school history games which may be used **with a teacher's permission**.)
- Buying, selling or running a business without written permission. (e.g. Ebay)
- Downloading MP3s, games or ringtones. Streaming music and video unless specifically required to do so for your subject. No unauthorised software may be loaded onto the network.
- Sending SMS (text messages) from the network to a phone or vice versa.
- Using any e-mail account other than the one provided by the school.
- Entering chat rooms or forum sites.

### Sanctions

- Violations of the above rules will result in a temporary or permanent ban on Internet and even Network use. Parents may be involved in line with current school disciplinary practice.
- Additional disciplinary action may be added in line with existing practice on inappropriate language or behaviour.
- When applicable, police or local authorities may be involved.