

Our Lady's Catholic High School

Acceptable Internet Use Statement

Our Lady's has installed computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others.

- I will ask permission from a member of staff before using the Internet;
- I will only access the system with my own log in and password, which I will keep secret;
- I will not access or attempt to access other people's files;
- I will only use the computers and printers for school work and homework;
- I will only use my school e-mail account for school purposes;
- I will not use social media websites in school unless I have been given permission;
- Messages I send online will be polite and responsible;
- Racist, homophobic or foul and abusive language will not be tolerated at Our Lady's whether it be spoken, written or typed;
- I will not respond to silly or offensive messages online;
- I will always be myself and not pretend to be anyone or anything I am not;
- I will not give out any personal details such as home address, telephone number, school name, credit card or bank details or arrange to meet someone, unless my parent, carer or teacher has specifically given permission;
- I will not use school computers to play on games;
- I will report any unpleasant material or messages sent to me. I understand my report would be confidential;
- I will always remember if someone 'makes me an offer which seems too good to be true' then it probably is;
- I will respect copyright laws and will not download or copy materials without permission;
- I understand that the school may check my e-mail and files and that all activity including internet use is monitored;
- I will not try to login to the school network with a portable device, i.e. smartphone or laptop without permission of the Director of IT Systems;
- I understand what I post online reflects on me and school and I should always try to project a positive image;
- I will use the computer networks in a responsible way and observe all the guidelines explained to me at school;
- I will not download images of children or adults at Our Lady's unless I have been given permission by a teacher.

I hereby give consent as legal guardian for the above to have access to Internet and Email facilities in school.

March 2020