



Cherry Tree Learning Centre

Rules for Responsible Internet Use

For Senior Pupils

The school has installed computers and Internet access to help our learning. These rules will keep everyone safe and help us be fair to others. It is important that you read this policy carefully. If there is anything that you do not understand, please ask.

I agree that:

I will not share my password with anyone, or use anyone else's password. If I become aware of another individual's password, I will inform that person and a member of the school staff.

I will use a 'strong' password i.e one that contains letters (upper case and lower case), and a number.

I will use school equipment properly and not interfere with the work or data of another pupil.

I understand that the school may check my computer files and may monitor the Internet sites I visit.

I will not connect or use my own equipment (mobile phone, ipod, non-school laptop/tablet etc) unless agreed in advance with the Head Teacher or Deputy and only for educational purposes.

If I use a flash drive or other storage device, I will follow school guidelines and use them appropriately.

I am responsible for all e-mail that I send and will use language appropriate to the audience who may read them. I will be respectful in how I talk to and work with others online and never write or participate in online bullying. I will report any unpleasant material or messages sent to me. I understand my report will be confidential and may help protect other pupils and myself.

I know that posting anonymous messages and forwarding chain letters is forbidden.

Any files attached to an email will be appropriate to the body of the email and not include any inappropriate materials or anything that threatens the integrity of the school ICT system.

I will not download or bring into school unauthorised programs, including games and music, or run them on school computers, netbooks or laptops.



I will not access inappropriate materials such as pornographic, racist or offensive material or use the school system for personal financial gain, gambling, political purposes or advertising.

When using the internet including a 'chat room' facility, I will not give my home address or telephone/mobile number, respond to requests using SMS or even arrange to meet someone, unless my parent, carer or teacher has given permission.

I will always follow the 'terms and conditions' when using a site. I know content on the web is someone's property and I will ask a responsible adult if I want to use information, pictures, video, music or sound to ensure I do not break copyright law.

I will think carefully about what I read on the Internet, question if it is from a reliable source before I use the information, crediting the source.

I will not make audio or video recordings of another pupil or teacher without his/her permission.

I will always check with a responsible adult before I share or publish created content of myself or others.

I am aware of the CEOP report button and know when to use it.



I know that anything I share online may be monitored.

I know that once I share anything online it is completely out of my control and may be used by others in a way that I did not intend.

Signed:.....

PRINT NAME.....

Dated: