

Acceptable Use Policy

All students and young adults attending Sprowston Community High School

I understand that using the computer network is an essential part of my education and that use of the computers during non lesson time is a privilege. When using the school computers I will:

- always behave in a sensible, mature way, respecting others at all times
- only log on using my own username and keep my password secret
- refrain from accessing any newsgroups, links, web pages or other areas of cyberspace that would be considered offensive because of pornographic, racist, violent, illegal or illicit content
- take responsibility for monitoring and appropriately rejecting any such newsgroups, links, web pages or other areas of cyberspace accessed by me
- never use valuable computer time playing non-educational games or accessing information which is not part of my school work without authorisation from a teacher
- never use obscene, harassing or abusive language in files, files names or e-mails created by me
- not attempt to download software or games
- not download music, graphics or video without first checking copyright and asking my teacher
- use all downloaded material in an appropriate manner in my work, listing its source in a bibliography and clearly specifying any directly quoted material
- never reveal personal information including names, addresses, credit card details, telephone or fax numbers and photographs of myself or others
- never subscribe to auto-mailing systems
- only use the school address where I have permission and will never give other school details, including telephone numbers
- not interfere with or damage the school computers or peripherals, the school systems or network in any way
- report any accidental damage immediately to a member of staff

I understand that if I do not follow these rules I may be denied access to the computer network for a time determined by the Headteacher and may face further disciplinary action depending on the nature of the offence.

Please refer to the School Admission Form for consent. This copy is you're your records. Thank you

