

Acceptable Use Policy rules

(Guidelines received from Northamptonshire LA - January 2010)

We are encouraged to use and be aware of the safety rules and procedures which regulate our use of the ICT resources, including the Internet. At Moulton, we are encouraged and allowed to access our curriculum network and the Internet, enabling us to use vast resources and communicate, in support of research and education.

We insist that these facilities are used for educational purposes and in an appropriate manner. We are responsible for our behaviour and communication. We know that any breach of the rules will be considered a disciplinary matter.

- We know access to the networked resources is our privilege. We are encouraged to make use of the Internet in support of our studies in all subjects.
- We must have permission from our parents/carers before we can use the Internet for our own independent research at school.
- We know that we should be supervised when we use the Internet at school or at home.
- We do not access, create or display any material (images, sounds, text, and video) which is likely to cause offence, inconvenience or anxiety to ourselves and others.
- We ask "*Is it true?*" We do not assume that information published on the Web or written in an e-mail is accurate or true.
- We keep our username and password private. We do not tell anyone.
- When we use e-mail at school, we only write to people approved by our teachers.
- We are careful about what we write. We check our work before we print or send anything. We do not use bad language. We do not write racist, sexist, abusive, homophobic or aggressive words. We do not write things that could upset and offend others or could give ourselves and the school a bad name.
- We do not ever give personal information about ourselves and anyone else, such as our address, telephone number and private details in an e-mail or on a website. We know we could put ourselves or others in danger.
- We do not respond to bad e-mail messages. We let our teachers know immediately if we are sent anything we do not feel comfortable with.
- We do not go to sites or download any materials, which are offensive, violent or pornographic.
- We understand that we are forbidden to use any technology designed to avoid or bypass school filtering controls. We know that these filters are in place to protect us from viewing websites that are unsuitable or unsafe for us.
- We always respect the privacy of other users' files.
- We will report any incident that breaches the Acceptable Use Policy rules immediately to our teacher.
- We know that we can go to www.thinkuknow.co.uk for help.