



CITY OF BIRMINGHAM EDUCATION DEPARTMENT

BASKERVILLE SCHOOL

ACCEPTABLE USE (DIGITAL TECHNOLOGIES) POLICY - FOR STUDENTS

Date reviewed: September 2018
Next review: September 2019

BASKERVILLE SCHOOL, FELLOWS LANE, HARBORNE, BIRMINGHAM, B17 9TS

TELEPHONE: 0121 427 3191
FAX: 0121 428 2204



VISION STATEMENT

To provide outstanding educational provision, with students achieving exceptional academic and social outcomes.

ACCEPTABLE USE POLICY (AUP): STUDENTS

This policy covers students' use of digital technologies in school: i.e. email, internet, intranet and network resources, learning platform, software, equipment and systems.

The school has installed computers with internet access to help our learning. These rules will help keep us safe and help us be fair to others.

Using the Computers:

- I will only access the computer system using my own username and password I have been given;
- I will not access other people's files; or use their logon details;
- I will respect the school's ICT system and only use it for the given Educational purposes I have been asked to by staff;
- I am aware that any deliberate damage or removal of components will lead to my parents/carers being informed as well as myself having to pay for any damage, replacement parts and technician time.

Using the Internet:

- I will ask permission from a member of staff before using the internet;
- I will report any unpleasant material to my teacher or another member of staff immediately because this will help protect other pupils and myself;
- I will not deliberately access any offensive/undesirable content;
- I understand that the school has monitoring software installed on the school system therefore can monitor my computer files and the internet sites I visit;
- I will not complete and send forms without permission from a member of staff;
- I will not give my full name, my home address or telephone number when completing forms.

Using E-mail:

- I will immediately report any unpleasant messages sent to me because this would help protect other pupils and myself;
- I understand that e-mail messages I receive or send may be read by others;
- The messages I send will be polite and responsible;
- I will only e-mail people I know, or who have been approved by a member of staff;

- I will only send an e-mail when it has been checked by a member of staff;
- I will not give my full name, my home address or telephone number;
- I will not use e-mail to arrange to meet someone outside school hours.

Use of Social Media:

- I will not use social media as a platform for negative behaviour which may include: bullying, sexist, racial or other forms of prejudice.

User Signature

I agree to abide by the school's most recent Acceptable Use Policy.

I wish to have an email account, be connected to the intranet and internet and be able to use the school's ICT resources and systems.

Signature Date

Full Name (printed)

School

Authorised Signature (Head Teacher)

I approve this user to be set-up.

Signature Date

Full Name (printed)
