

Rules for Responsible Computer & Internet Use and bringing in mobile devices

At the Vine School, you will have the opportunity to use a variety of IT resources, equipment and services to help you with your learning. Whilst doing so, it is important that you follow the rules below to keep everyone safe, be fair to others and take care of our equipment.

- I will only log in to the computer systems using my own year group username and password.
- I will not access any files other than my own unless I have been given permission by a teacher.
- I will not use school computers to read SD cards or USB devices from outside school unless I have been given permission by my teacher.
- I will ask permission from a teacher before printing anything.
- I will ask permission from a teacher before using the internet.
- I will use the internet safely and responsibly, only searching for and viewing appropriate websites and images.
- I will not access any personal accounts on school laptops or iPads.
- I will keep my personal information private and never arrange to meet someone online unless my parent/ carer has given me permission.
- I will tell my teacher if I see or read any unpleasant material or messages online.
- I understand that the school will check my computer files and will monitor the sites that I visit.
- I will not wear any Smart watches in school and understand that I'm not allowed to access my mobile devices on the school site, they will be stored in a secure cupboard during the school day.
- I will respect school equipment and not intentionally cause it to be damaged.
- I will not eat or drink near any computer equipment.

I understand and accept that if I break these rules my computer access will be withdrawn.

Full name: _____

Date: _____