BOWER GROVE SCHOOL

INTERNET ACCESS POLICY RULES

The computer system is owned by the school and may be used by students and staff. The school's Internet Access Policy has been drawn up to protect all parties.

The school reserves the right to examine or delete any files that may be held on its computer system or to monitor any internet sites visited.

- All internet activity should be related to staff professional activity or the student's education
- Activity that threatens the integrity of the school ICT systems or that attacks or corrupts other systems is forbidden
- Users are responsible for all email sent and for contacts made that may result in email being received
- Copyright of materials must be respected
- Posting anonymous messages and forwarding chain emails/letters is forbidden
- The network should not be used to access inappropriate materials
- The ICT Co-ordinator must be informed of any unpleasant materials or messages
- Users may not load disks, CD's or USB devices from home onto any school machines without the knowledge and permission of the ICT Co-rdinator
- Photographic images of pupils may not be placed on the internet without written consent from parents
- All pupils will be given internet access opportunities throughout their time at Bower Grove School. The School Internet Access Policy is available for inspection via the Lead Consultant for ICT. Should this policy change parents will be notified through the school newsletter and on the school websire
  WWW.bower-grove.kent.sch.uk

Specific advice for students

- Home addresses and telephone numbers must not be given out on the internet
- Permission must be sought from a teacher before any on-line communication