



Use of ICT and e-technologies Student Agreement

It is current practice in education to implement an agreement between the school, the student and parents/carers regarding the use of ICT, e-technologies and the Internet. Please consider and discuss with your daughter the expectations outlined below before signing the form.

ICT and e-technologies agreement

Students and parents/carers recognise that access to such facilities is solely intended for educational purposes, and these rules apply at all times to fixed and mobile technologies owned and supplied by the school and to personal devices owned by adults and young people while on and off the school premises which have a bearing on the reputation of the school and/or individual members of the school community.

Students have access to a personal area on the school network, a school email account, resources for learning and teaching or general information via the network or through the Learning Platform, Moodle. This access is valid for the duration of their study at King Edward VI Handsworth School for Girls and will be removed as soon as they leave the school, normally 31st August. Access to the internet is via a Virgin connection with dedicated filtering and monitoring systems.

I, the student,

- accept responsibility for my use of technologies and will report any incidents to the Network and Systems manager;
- I understand that network activity and online communications are monitored, including any personal and private communications made via the school network;
- I am aware that in certain circumstances, where unacceptable use is suspected, enhanced monitoring and procedures may come into action;
- I will show consideration for other users both locally and any I contact on the internet and I realise that any view communicated electronically is considered as formal as that expressed by written letter. I will not express a personal view about school business unless endorsed by a member of the School Leadership Team;
- I will only use the internet and school email for educational purposes;
- I will only use the school's equipment and Internet for legal activities and I will comply with all copyright, libel, fraud, discrimination, obscenity laws and the Data Protection Act including the use of streaming media;
- I realise that I must not disclose personal information to anyone via the internet;
- I will use the internet for research in a responsible manner and consider carefully plagiarism and printing costs;



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- I will not install any applications or software onto my network area without the permission of the Network and Systems Manager;
- I will not copy any applications from the school network;
- I will not use a USB memory stick or portable hard drive to transfer files between home and school, but will instead make efficient use of the cloud based storage area I have access to through the school e-mail;
- I realise that while the use of information and communication technologies is a required aspect of the curriculum, access to the Internet remains a privilege and not a right, and that access may be withdrawn at any time if I fail to act in a considerate and responsible manner.

I understand that no user of new/emerging technologies (e.g. internet etc) is permitted to:

- retrieve, send, copy or display offensive messages or pictures;
- use obscene or racist language;
- harass, insult or attack others;
- damage computers, computer systems or computer networks;
- violate copyright laws;
- use another user's password or to inform another user of their own password;
- "trespass" in another user's folders, work or files;
- intentionally waste resources (including consumables such as printer toner and paper); or
- use the network for unapproved commercial purposes.

I have read and agree with the ICT and e-technologies Student Agreement.

Student's Name (please print) _____ Date _____

Student's Signature _____

Parent/Carer's Signature _____



Examples of Acceptable and Unacceptable Use

On-line activities which **are** encouraged include, for example:

- use of the Internet to investigate and research school subjects, cross-curricular themes and topics related to social and personal development;
- use of the Internet to investigate careers and Further and Higher education; and
- the development of students' competence in ICT skills and their general research skills in relation to their educational studies.

On-line activities which **are not** permitted include, for example:

- searching, viewing and/or retrieving materials that are not related to the aims of the curriculum or future careers;
- copying, saving and/or redistributing copyright protected material, without approval;
- subscribing to any services or ordering any goods or services, unless specifically approved by the school;
- playing computer games or using other interactive 'chat' or social networking sites in lessons, unless specifically assigned by the teacher;
- using the network in such a way that use of the network by other users is disrupted (for example downloading large files during peak usage times, listening or watching streamed video and music);
- publishing, sharing or distributing any personal information about a user (such as: home address, email address, phone number etc.);
- activities that threaten the integrity of the school ICT systems, or activity that attacks or corrupts other systems is forbidden; and
- any activity that violates a school rule.