



## Acceptable Use Policy

The school computer network is provided for educational use only. Any other uses are prohibited unless otherwise instructed by a member of staff. Below is a list of actions which are not permitted on the school network -

- Accessing pornographic, racist, or any other material deemed offensive
- Playing games on the school network
- Using the internet which requires high/constant bandwidth (e.g. streaming or downloading audio or video)
- Installing, uninstalling or intentionally altering any program on the computers
- Uploading materials not relevant to your school studies to a school computer via any media (CD, Web or USB PEN).
- Downloading files that do not comply with Copyrights laws e.g. downloading illegal MPS files

The AUP is enforced by two methods -

- Inappropriate websites will be filtered to disallow access as and when they are discovered
- There is an active monitoring program on the network which will log any major offences and report these back to the Leadership Team. A screenshot is automatically taken.

Any infringements of this AUP will result in a sanction at the discretion of the Leadership Team.

**You should treat your network password like a PIN number to your cashcard – never share it with anyone! Your work is valuable so protect it. It is easy to make a simple password more complex and hard for someone to guess, but a doddle for you to remember – just replace letters with numbers that look like letters. E.g. use “5” instead of “S” or “@” instead of “A”, so the word “Password” might become “P@55word”. Make up your own rules but don’t use “P@55word” because now everyone knows it!**

Please note that we are NOT a 'bring your own device school', only school machines must be used.