

Seahouses Middle School

Safe Internet Use

Rules for Staff and Students

Seahouses Middle School uses a wide range of computer hardware and software across the curriculum, ensuring pupils use these facilities safely, and their own at home, is a high priority. The computer system is owned by the school. This Safe Internet Use document helps to protect students, staff and the school by stating what use of the computer resources is acceptable and what is not.

- Irresponsible use may result in the loss of Internet access
- Everyone in school has their own unique login and password, and they must not share this with anyone else, even their best friend
- School computers must be used as directed by a member of staff, for educational purposes, and the internet must always be used appropriately for the task in hand
- Copyright and intellectual property rights must be respected
- Pupil e-mail is only permitted through the "Admin" address or through a member of staff, and only for "gathering information" purposes
- Chat rooms, instant messaging and internet forums are not allowed to be used in school
- The school can monitor the use of its computers and will do so at random intervals
- The school computer system may not, at any time, be used for criminal purposes or for resourcing, storing or viewing unauthorised or unlawful text, imagery or sound

The importance of Internet use is to raise educational standards, promote achievement and to assist the school management of data. The school internet is provided by Northumberland County Education Services and contains agreed monitoring and filtering software.

Pupils are given very clear instruction about acceptable use of the Internet and are aware that their computers are monitored.

The school website contains no home information about staff or pupils, the school address, e-mail and telephone number being available as means of contact.

Images of pupils will not contain their names.

Pupils will not be allowed access to "chatrooms", instant messaging and internet forums on school computers. Cyber-bullying is a criminal offence and any evidence of this type of activity will be treated very seriously.

Mobile phones continue to be left in the school office if brought to school.

PDAs and mini-laptops belong to the school, and are the responsibility of each pupil they are assigned to, consent forms must also be signed by parents to acknowledge responsible home use.

Pupils must agree to the "Safe Internet Use" document to be allowed to use the Internet in lessons.

Parents will be asked to sign and return a consent form.

The school will take all reasonable precautions to ensure that pupils access only appropriate material. However, the school does recognise the scale of this undertaking and therefore cannot guarantee that unsuitable material will never appear.

As modern technology evolves, these safety guides will be amended.