Beaminster School
Acceptable Use of ICT

Please note that this policy is also signed by all pupils and parents

The staff at Beaminster School strongly believe in the educational value of such electronic services and recognises their potential to support the curriculum. Every effort will be made to provide quality experiences to students and teachers using this information service, however, inappropriate and/or illegal interaction with any information service is strictly prohibited.

Terms and Conditions of This Agreement

1. Personal Responsibility
As a representative of the school, I will accept personal responsibility for reporting any misuse of the network to a staff member. Misuse may come in many forms, but it is commonly viewed as any message(s) sent or received that indicate or suggest pornography, unethical or illegal requests, racism, sexism, inappropriate language, any use which may be likely to cause offence and other issues described below.

2. Acceptable Use
The use of electronic services must be in support of education and research in accordance with the educational goals and objectives of Beaminster School. I am personally responsible for this provision at all times when using the electronic information service.

- Use of other networks or computing resources must comply with the rules appropriate to that network.
- Transmission of any material in violation of any United Kingdom or other national laws is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material or material protected by trade laws.
- Use of commercial activities by for-profit organisations is generally not acceptable.

3. Privileges
The use of the Internet and other electronic services is a privilege and inappropriate use will result in that privilege being withdrawn. Students with access to the Internet will participate in a discussion with a member of the school staff as to proper behaviour and use of the facilities. Beaminster School staff will rule upon inappropriate use and may deny, revoke or suspend usage.

4. Network Etiquette and Privacy
You are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to the following:

BE POLITE. Never send or encourage others to send abusive messages.

USE APPROPRIATE LANGUAGE. Remember that you are a representative of the school on a global public system. You may be alone with your computer, but what you say and do can be viewed by others. Never swear, use vulgarities or any other inappropriate language. Illegal activities of any kind are strictly forbidden.

PRIVACY. Do not reveal any personal information to anyone, especially the home address or personal telephone of yourself or any other students.

PASSWORD. Do not reveal your password to anyone. If you think someone has obtained your password, contact a member of the IT department immediately.

ELECTRONIC MAIL. Electronic mail (e-mail) is not guaranteed to be private. Messages relating to, or in support of, illegal activities may be reported to the authorities

DISRUPTIONS. Do not use the network in any way that would disrupt use of the services by others.

OTHER CONSIDERATIONS

- Be brief. Few people will bother to read a long message. Proof read your message to ensure that it is error free and easy to understand.
- Remember that humour and satire are very often misinterpreted.
- Cite references for any facts that you present.
- Respect the rights and beliefs of others.

5. Services
Beaminster School makes no warranties of any kind whether expressed or implied, for the network service it is providing. Beaminster School will not be responsible for any damages suffered whilst on this system. These damages include loss of data as a result of delays, non-deliveries, mis-deliveries or service interruptions caused by the system or elements of the system, or your errors or omissions. Use of any information obtained via the network or other information systems is at your own risk. Beaminster School specifically denies any responsibility for the accuracy of information obtained via its Internet services.

6. Security
Security on any computer system is a high priority because there are so many users. If you identify a security problem, notify a member of the IT staff at once. Never demonstrate the problem to another student. All use of the system must be under your own username and password unless specifically directed by a member of staff. Remember to keep your password to yourself. Do not share it with friends. Anyone caught disclosing passwords may have their access denied and may be subject to disciplinary action. Any user identified as a security risk may be denied access to the system and be subject to disciplinary action.

7. Vandalism
Vandalism is defined as any malicious attempt to harm or destroy any equipment or data of another user or of any other networks that are connected to the system. This includes, but is not limited to, the uploading or creation of computer viruses, the wilful damage of computer hardware, whether connected to the network or not, the deletion of data from its place of storage.

8. Online Ordering systems
One of the many facilities available via the Internet is the ability to order goods and services whilst online. This technology is still undergoing development and several questions have been raised with regard to the issue of security of online credit card ordering etc.

Because of the security and other ethical issues attached to this facility, Beaminster School has a moral responsibility in this area. It is therefore strictly forbidden for students to use the Internet for ordering goods or services regardless of their nature. In addition, it is also forbidden for students to subscribe to any newsletter, catalogue or other form of correspondence via the Internet, regardless of its nature.

9. Electronic Mail
Electronic mail (Email) is widely available via the Internet. Students are expected to use this facility in a responsible manner. The sending or receiving of any email, which contains any inappropriate material, is strictly forbidden. This material includes, but is not limited to, pornography, unethical or illegal requests, racism, sexism, inappropriate language, any use which may be likely to cause offence. Disciplinary action will be taken in all cases. It is also forbidden to send large volume Emails (Spamming).

10. Chat Services
Students are not permitted to use the chat services available on the Internet. Students caught using this will have Disciplinary action taken against them.