

## **CHRIST'S HOSPITAL**

### **PUPIL ICT CODE OF CONDUCT – ACCEPTABLE USE POLICY**

#### **Aim**

1. The aim of this policy is to explain what constitutes “acceptable use” of information and communications technology (ICT) systems and equipment in the School. All pupils are required to comply with the terms of this policy.

#### **Introduction**

2. Christ's Hospital makes available a wide range of ICT resources to pupils including network facilities. These resources are to be used to support the education of pupils within the parameters set down by the School. The School takes instances of misuse of this provision very seriously.
3. This policy also covers personal ICT equipment and its use by pupils in the School, which must be with care and consideration at all times.
4. Breaches of this policy will be investigated and, where necessary, will incur disciplinary sanctions; pupil accounts will be blocked and devices confiscated if there are infringements.
5. The School's Pupil Anti-Bullying Policy includes details of behaviours that constitute online bullying. Serious instances of online bullying, or other inappropriate use of ICT, including misuse of social media, will be dealt with by the Deputy Head and are likely to result in a period of suspension or, in the most serious cases, in expulsion from the School.

#### **Guidelines**

6.
  - All user passwords must be kept confidential.
  - Accessing any computer account other than your own is not allowed.
  - No files are allowed which could cause offence to any pupil or member of staff.
  - No unauthorised files, including games, programs, software, music, movies, are to be kept in your work area, profile, or any area to which you have access.
  - No unauthorised computer equipment or mobile devices may be connected to the School network.
  - Personal computers or other devices must only be connected to the School network as authorised/guided by the IT Department.
  - Use of the internet may be made only in support of academic work or personal interests which are consistent with the values of Christ's Hospital.
  - Access to certain sites, including social networks such as Facebook, may be blocked, limited or monitored to prevent online bullying.
  - Large scale groups on apps such as WhatsApp are not allowed
  - Pupils attempting to access proxy sites, torrent sites or adult material may have their accounts frozen or internet access blocked.
  - Use of e-mail or other messaging must be sensible and not cause offence.
  - Devices must not be used to make audio or video recordings of another person, or to share such recordings, without their express consent.
  - Photographs of others must not be taken, stored, sent, shared or duplicated without consent.

- Computer hardware, including printers, must be used sensibly and not damaged. Broken or damaged equipment, e.g., School laptops or photocopiers, should be reported to the IT helpdesk. Pupils should not attempt a repair themselves.
- The use of VPNs (hardware, software, OpenVPN, etc.) is not allowed. Use of such VPN on a personal device whilst connected to the School Wireless system may result in user accounts being frozen and devices being blocked from the School network.

Author: RMJB

Date of last review: October 2022

Date of next review: October 2025