

## CHRIST'S HOSPITAL

### STUDENT 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 students are required to comply with the terms of this policy.

#### Introduction

2. Christ's Hospital provides a wide range of ICT resources to students, including network facilities. These resources should be used to support the education of students within the parameters set down by the school. The school takes misuse of this provision very seriously.
3. This policy also covers personal ICT equipment and its use by students 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; student accounts will be blocked and devices confiscated if there are infringements.
5. The school's Student 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 student or member of staff.
  - No unauthorised files, including games, programmes, software, music and 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 is only permitted in support of academic work or personal interests which are consistent with the values of Christ's Hospital.
  - Access to certain sites, including Instagram and other social networks, may be blocked, limited or monitored to prevent online bullying.
  - Large scale groups on apps such as WhatsApp are not allowed
  - Students attempting to access proxy sites, torrent sites or adult material may have their accounts frozen or internet access blocked.
  - Use of email 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.

- Videos in which other students and/or the school are identifiable must not be uploaded to TikTok or other platforms without express permission from a Deputy Head or the Marketing and Admissions Director. For more detail see paragraph 7 below.
- 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. Students should not attempt a repair themselves.
- The use of VPNs (hardware, software, OpenVPN, etc.) is not allowed. Use of a VPN on a personal device whilst connected to the school's wireless system may result in user accounts being frozen and devices being blocked from the school network.

### **Filming, photography, live-streaming and social-media posting**

7. To protect student privacy, maintain safeguarding standards and uphold the reputation of Christ's Hospital, the following rules apply.

#### Filming, photography and live streaming

Students must not:

- Film, photograph or live-stream anywhere on school premises or in boarding houses for social-media purposes (including TikTok, Instagram Reels or similar) without prior permission from a member of staff.
- Film, photograph or live-stream other students, staff or visitors without their explicit consent.
- Record, film or share content in private areas (bedrooms, bathrooms, changing areas) under any circumstances.

#### TikTok and similar platforms

- To protect student privacy and the reputation of the school, students must not create or upload TikTok videos or similar short-form content on site or while in uniform, unless expressly authorised by the Admissions and Marketing Department.

#### Breaches

Where the school considers that social media content breaches this policy or risks the safety or wellbeing of students or staff, it may:

- require the content to be removed;
- apply sanctions in line with school policies;
- in serious cases, contact parents, external agencies and/or the relevant platform to request removal.

### **School-managed devices – LE students**

8. Students entering the LE from September 2025 will have a school-managed Surface Pro device. This is their primary work device and must be taken to all lessons and junior prep. LE students are permitted other personal devices at school, but not in lessons or in prep. Whilst these devices remain the personal property of the student, they will be managed by the school until such time as the student leaves Christ's Hospital.

9. Students must ensure that their school-managed work devices are suitably charged for each school day. Students' use of managed devices during lessons and in prep can be monitored by their teachers, including content being viewed, and inappropriate use during these times may result in a sanction.

Author: RMJB/CWD

Date of last review: January 2026

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