REDMYRE PRIMARY SCHOOL

June 2018

Dear Parent/Carer

As part of Redmyre School's Information and Communication Technology Curriculum, we offer pupils supervised access to the Internet, the global network of computers you will have read about and seen on television.

Before being allowed to use the Internet at school, all pupils must obtain parental/guardian permission, and both they and you must sign and return the enclosed form as evidence of your approval and you and their acceptance of the Redmyre Internet Acceptable Use Policy.

Access to the Internet will enable pupils to explore thousands of libraries, databases, and bulletin boards while exchanging messages with other Internet users throughout the world. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate or potentially offensive to some people.

Whilst our aim for Internet use is to further educational goals and objectives, pupils may find ways to access other materials as well. We believe that the benefits to pupils from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the school supports and respects each family's rights to decide whether or not to apply for access.

Redmyre School uses the Internet for Learning as its Internet Service Provider (ISP). Internet for Learning uses the latest screening techniques to prevent access to all categories of unsuitable, offensive and inflammatory Internet materials. During school hours, teachers will supervise, guide and support pupils in using the Internet and in finding and using appropriate materials.

You should also be aware that monitoring software, which will record Internet activity, will also be in use in schools.

Whilst our aim for Internet use is to further educational goals and objectives, no supervision or screening policy can guarantee complete security.

We would be grateful if you could read the enclosed guidance documents and then complete the permission form which follows.

Yours sincerely

Judith Gronneberg
 Head Teacher

REDMYRE SCHOOL INTERNET ACCEPTABLE USE POLICY FOR PUPILS AND STUDENTS

1. Pupil/Student users may only access the Internet after they and their parents have read and accepted the terms of the Internet Acceptable Use Policy of Redmyre School and have signed the Internet Permission Form.

2. Pupils/Students may access the Internet for educational purposes. This includes classroom questions using the World Wide Web, e-mail, bulletin boards, discussion forums etc.

3. Pupils/Students may only access the Internet with the permission of the Network Administrator, supervising teacher or other members of staff.

4. Pupils/Students must keep within any access limits that are set by the Network Administrator, supervising teacher or other member of staff.

5. Pupils/Students must follow:
   - All guidelines related to system integrity, security and passwords
   - All guidelines related to the use of appropriate language
   - All guidelines related to personal safety
   - All guidelines related to the data and files of other users

6. Pupils/students must accept that system security and management will mean that all on-line activity will be subject to monitoring and that all materials accessed, published and mailed, may be viewed by the Network administrator or any other supervising teacher.

7. Pupils/students must accept that access to Marykirk School's Information and Communications Network is a privilege, not a right, and that any breach of the code of acceptable use, practice and behaviour could lead to the withdrawal of an individual's ability to access the network.

8. Pupil/students must accept that any use of Redmyre School's Information and Communications Network for activities which may be in violation of the Data Protection Act or the Computer Misuse Act, may be subject to criminal prosecution.

GUIDELINES: INTERNET ACCEPTABLE USE POLICY- PUPILS AND STUDENTS

System integrity, security and passwords

Users must not access or modify the hardware and software set-up of the Network.
Users must not access or modify the administrative set-up of the Network.
Users must not share their sign or password with anyone: use or modify or distribute the sign-on password of any other user, use, modify, or distribute the Administrator/Manager's sign-on password.

Appropriate language

Users must not use rude, abusive or racist language in any materials written on, published from, e-mailed from or posted from a computer network.

Appropriate materials

Users must not access, view, print, download, publish, post or e-mail abusive, pornographic or racist materials.
Users must not publish, post or e-mail the address (URL) of any website, which contains abusive, pornographic or racist materials.
Users must not create, publish, post or e-mail any materials, which are for commercial, business or political purposes.

Personal safety

Users must not publish, post or e-mail personal details about themselves, their family or any other network user.
Users must inform the Network Administrator/Supervising Teacher of any e-mail received which asks for the personal details, eg: telephone number, home address etc of any network user.
Users must not engage in any on-line financial transactions.

Data and files and copyright

Users must not access, change or delete the files of any other user.
Users must not use or incorporate any material downloaded from the Internet in their own work without identifying its source and author.
Users must not use copyright materials without the permission of the copyright holder.