

Stamfordham Primary School

Acceptable Internet Use Policy

Introduction

School staff will prepare appropriate procedures for implementing this policy and for reviewing and evaluating its effect on teaching and learning.

Internet use includes accessing the World Wide Web and the use of electronic mail. The school encourages use by pupils of the Internet, together with the development of appropriate skills to analyse and evaluate resources found on it. These skills will be fundamental in the society our pupils will be entering.

When necessary, Staff will consult the ICT co-ordinator for advice on Internet content, training and appropriate teaching levels consistent with the school's ICT scheme of work.

Pupil access to the Internet

Pupils will be informed by staff of their rights and responsibilities as users. Pupils will not be allowed undirected use of the Internet. Staff will provide pupils with links to sites which have been reviewed and evaluated prior to use. Staff must remain vigilant when their pupils are using the Internet in order to ensure that offensive or irrelevant materials are not accessed. As with printed materials, Parents and carers are ultimately responsible for setting and conveying the standards that their children should follow when using media and information sources. Individual users of the Internet in school are responsible for their own behaviour and communications over the Internet.

Independent pupil use of the Internet will only be permitted upon submission of permission and agreement forms signed by parents of pupils and by pupils themselves. Permission is not transferable and may not be shared.

Social Networking

The use of personal social networking sites will not be permitted in school. Sending messages by email or by any other means will only be undertaken as part of a whole class or group project, with the knowledge and supervision of the class teacher.

Staff access to the Internet

School staff have access to the Internet for preparation of materials and the exchange of information for professional purposes. While personal use of the Internet in their own time is permitted, staff are not allowed to use web based e-mail websites at any time, in accordance with London Borough of Newham Policy, nor should they download any material in breach of copyright (or any other) law or of such a size as to take up an unreasonable amount of space on our servers. The school will provide a secure e-mail address for professional use to all members of staff. All users of the network must be aware that their user area, including their Internet use history, may be accessed by network administrators and files may be removed.

School Procedures Web Filtering

In addition to the filtering provided by the Northumberland Grid for learning portal the school has its own system for filtering individual websites. Any member of the school community can bring a website which causes them concern to the attention of the ICT Coordinator who can arrange for that site to be blocked in school.

School Rules

The school has developed a set of guidelines for Computer Use including the use of the Internet. These rules will be explained to all pupils, and kept under review.

All members of staff are responsible for explaining to pupils the rules and their implications. All members of staff need to be aware of possible misuses of on-line access and their responsibilities towards pupils.

Pupil Guidelines for Computer Use

General (to be explained)

The Internet is provided for pupils to find information, practice skills and communicate with others. Parents' permission is required. Access is a privilege, not a right and that access requires responsibility. Unauthorised use of the Internet or use of unauthorised websites will not be tolerated.

Individual users of the Internet are responsible for their behaviour and communications over the network. Users are expected to comply with school standards and to honour the agreements they have signed. During school, teachers will guide pupils toward appropriate websites, outside of school, families bear responsibility for such guidance.

Staff may review files and communications stored in User Areas to ensure that users are using the system responsibly. Users should not expect that files stored on servers or disks would always be private.

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L.Briddock