



ACCEPTABLE USE POLICY FOR COMPUTERS IN REPTON SCHOOL

Please read the following Acceptable Use Policy. This relates to the use of computers in school and contains important information regarding the School network and the use of personal computers. You are required to sign the form which lays out the Conditions of Use for the protection both of your child and the School.

General

1. All Users must agree to be bound by these rules of Network usage before using computers at School.
2. **By September 2011 all pupils will be required to have a networked computer.** (A-Block(Year 10) and Lower Sixth(Year12) from September 2010 for the remainder of their time at Repton) In order to connect a computer to the Network, it **must** be brought to the I.T. Centre before being used on the School Network.
3. Users must only connect to the Internet using the Repton School (Wired/Wireless) Network. Access using any other method is strictly forbidden. This includes USB Modems/Dongles, GPRS/3G, Mids (mobile internet devices) and External Wireless access points.
4. Pupils may not use computers after bedtime for any purpose, except for working late with permission.
5. Users must not attempt to connect any device other than a computer to the School network. e.g. wireless access points, routers, consoles etc.
6. Users must not use the school network to distribute or make available unsuitable or offensive material. This includes using Webcams, cameras or video cameras for recording unsuitable or offensive images. (At present Skype is also deemed unsuitable for the Network)
7. Only **one** machine per pupil is allowed in School at any one time.
8. The use of "Dual Boot" systems is currently forbidden.
9. Users will not tamper with hardware/software settings or download/install software on School computers.
10. Any comments on websites concerning the school or individuals at the school should always be responsible, thoughtful, considerate and bring credit to the individual and the School.

The Internet

11. The Internet will not be used by pupils between the hours of 11.00 p.m. and 7.00 a.m.
12. The Internet will not be used by pupils in studies during prep time. House computers may be used at these times with the Housemaster's permission.
13. Users will not attempt to access unsuitable material on the Internet. This includes sites containing, for example, material which is sexist, racist, libellous, abusive, pornographic or offensive to anybody.
14. Users will not use Internet 'chat' sites but certain Blog sites are permitted for educational use.
15. Pupils will not use the Internet for Fraud, Financial gain, Software Piracy or any other malicious act. Anyone involved will be dealt with severely.
16. Pupils will not use any sort of Point to point / Peer to Peer - File sharing software. This will be removed if found on any machine. (e.g. Kazaa, Limewire etc.)
17. Pupils must not use downloaders or download illegal software/games/films/music or the like.
18. Users are bound by Repton Schools Safe Internet Policy enforced by Websense and Users will not attempt to bypass internet filtering by use of third party proxies.
19. Facebook is at present not deemed suitable for use In School.
20. Social Networks and Blogs such as Wordpress and Ning are allowed for educational use only.

e-mails

21. Users will not send abusive e-mail messages, or use from the School network e-mail facilities other than those provided by the School. (i.e. they will not use the School internet gateway to access 'hotmail' or other Internet mail services).
22. Users must not use e-mail for the mass distribution of unsolicited messages, and must not create or distribute materials using the IT facilities which are designed or likely to cause annoyance, inconvenience or needless anxiety.
23. Users must not forward messages to other people without first obtaining the sender's permission.
24. Users must remember that any undertakings given by e-mail are legally binding.

Security

25. Users will take complete responsibility for the security of their network passwords. If any abuse of the rules concerning network use takes place under their user name, then they will accept the consequences.
26. Users will not attempt to gain or use any Password other than their own.
27. Users will not attempt to compromise the security of the Repton School network.
28. Users will not install on their computers any software designed to enable 'hacking' or to spread viruses.
29. Users will not make any attempt to breach the protection or security put into place by Repton School with respect to both the Network and the Internet.
30. The IT Department reserves the right to install / uninstall software on user's machines at any time.

Legal Requirements

31. Users will accept full responsibility for the legality of all software installed on their computers.
32. Users will observe and adhere to the law on copyright and that defined by the data protection act at all times

Enforcement, monitoring and privacy

33. Users agree to all monitoring and filtering by School systems while their machine is connected to the School network.
34. Users will allow members of the I.T. Department to inspect their computers at any time to check their compliance with the above rules. This may involve inspecting the contents of a user's files or email messages.
35. Where an alleged breach of these Conditions of Use is brought to the attention of the IT Department, all reasonable measures will be taken to investigate whether the allegation is justified and, if so, the necessary steps will be taken to prevent further abuse. This may involve inspecting the contents of a user's files or email messages and/or confiscation of the user's machine(s) when appropriate

Failure to comply with the Acceptable use Policy will result in disciplinary action and a punishment, appropriate to the seriousness of the breach, will be applied.

We have read, understand and agree to be bound by the rules detailed above.

Pupil Name (Please print): House:

Signed: (Parent/Guardian) Date:

: (Pupil)

Please return this form to your Housemaster/Housemistress at the start of the Michaelmas term.

You will not be allowed to use computers at school until this form has been returned.

It is recommended that parents check machines before they are brought into school for compliance of the above rules.

Please bring all documentation / recovery disks for your PC to school.

A 'Plain English' version can be viewed on our Website

www.repton.org.uk