

RULES FOR THE USE OF SCHOOL DEVICES AND THE INTERNET CONNECTION

Rules for a responsible use of School Devices

School computers/iPads and all digital devices provided to the students by the school ("**School Electronic Devices**") are supplied to the students to help with their learning. The following rules help the students to use them correctly and safely.

- Access to the computer/iPad is possible only by using the student's class login and password, which must not be revealed to anyone.
- Students must not access other people's files without their permission.
- The use of School Electronic Devices is only allowed to carry out school work, unless the School authorises the student otherwise.
- It is not allowed to install software or apps that have not been authorised by the School.

Rules for responsible use of the internet

The internet connection is subject to blocks and filters.

The following are some rules for the use of internet from the student at school:

- connection to the Internet is only possible after the student has been granted permission by an adult.
- The student can only use their email account when a teacher authorises them to do so. Replying to or writing emails to unknown recipients is not allowed.
- Messages must be written in a polite manner and their content must be appropriate.
- It is not allowed for the student to provide their home address or phone number to anyone, nor is it allowed for the student to make appointments to meet people they met through the internet.
- Adults must immediately be alerted if offensive images or text appear on the screen, even if this happens on someone else's computer.
- It is forbidden to access inappropriate sites. If requested, the School will provide a list of inaccessible website categories.
- It is not allowed to download or install apps from the internet on the computer unless this has been previously authorised by the IT technicians.