



King James's School

POLICY STATEMENT

Internet Use for Students Policy

Policy last reviewed (date)	June 2021
Ratified by Governors (date)	June 2021
Next policy review due (date)	June 2024
Due for review by Governors (date)	June 2024
Staff Lead	Senior Network Manager

MISSION STATEMENT:

This policy will support the school by being reflective of the Governors' direction and School's development plan. It will be used in an efficient and effective manner by ensuring that children/young people only use the school Internet to support their learning or research for school-based work and that they follow the Code of Conduct that applies to all school activities.

Significant revisions since the last review:

- Modified appropriate use section to add messaging via VLE is also acceptable as well as email
- Changed wording from downloading software to 'disks' to 'USB drives'
- Removed line regarding acceptable usage hours due to remote working
- Removed 'Things to avoid' section as it would have only been relevant for internet speeds from 2008

At King James's School, all students are given automatic access to the Internet unless the parent/guardian writes to the school requesting that access to the Internet is not given to their child.

Students should use the Internet only to support their learning or research for school-based work.

The school's Code of Conduct applies to all activities at King James's including using the Internet, so students should always be sensible, considerate and respectful.

Communicating on the Internet

When using the Internet, students should not communicate with strangers. Students should remember the following about who they communicate with:

- You can't see them
- You are not aware of their age or sex
- You can't be sure that information they are giving is true
- You must think carefully about what you have to say
- Avoid giving your phone number, address or financial information
- If you have any problems in determining what you should do, always ask a member of staff

Inappropriate use of the Internet

Although the school is using a filtered Internet service, some web pages are inappropriate for school use. It is unacceptable to use the facilities for the following:

- Accessing messaging services other than via approved methods i.e. email or VLE
- Accessing chat rooms
- Accessing sites that the school would regard as unacceptable (if in doubt, students should ask a member of staff for advice)
- Accessing or downloading games or simulations
- Downloading or installing software onto school machines or USB drives
- Transmitting obscene material
- Using vulgarities, swearing or any other inappropriate language
- Trespassing in others' folders, work or files
- Plagiarising others' work, ie. copying or pasting without noting the source

Sanctions

Failure to observe the school guidelines will result in a temporary or permanent ban on Internet use. Persistent or extreme misuse may lead to exclusion and, if applicable, police or local authorities may be involved.