



## King James's School Federation

### POLICY STATEMENT

# Internet Use Students Policy

Policies last reviewed (date)	October 2024
Ratified by Governors (date)	October 2024
Next policy review due (date)	October 2027
Due for review by Governors (date)	October 2027
Staff Lead	Director of Business Services

#### 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:

Minor updates to Sections and 3 in line with legislation.

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### **Section 1: Introduction**

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.

### **Section 2: Communication 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 name, phone number, address or financial information
- Avoiding sharing any information regarding the school
- If you have any problems in determining what you should do, always ask a member of staff

### **Section 3: 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 social media sites
- Accessing or downloading games or simulations
- Illegally downloading music, movies, videos
- 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
- Sharing images of school information or data.
- Pupils must not take, use, share, publish or distribute images of others without their permission.
- Use the internet to intimidate, bully or harass any fellow pupils, members of the public, or staff.

## **Section 4: 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.