

The logo features a stylized cross with four rounded arms, colored in shades of blue and yellow. It is set against a background of a blue grid with various rectangular shapes in different shades of blue.

# Sandbach High School & Sixth Form College

## **Internet Use Policy – Students**

You are in charge of your own good behaviour on the Internet, exactly as you are in a classroom or school corridor, and normal school rules apply.

The school pays for access to the Internet so that you can carry out research and communicate with others. You must have your parents' permission to use the Internet before you will be allowed to do so in school. Remember that Internet access is a privilege, not a right, and you will be held responsible for everything you do. You have signed an agreement about your use of the Internet and you will be expected to keep to it. You also need to understand that sometimes staff have to check to make sure the system is being used properly, so any files you save on, or websites you attempt to visit or messages sent via the school's system will not always be completely private.

In lessons and study periods your teachers will guide you to suitable materials for your research. At home your parents/guardians will do the same, just as they keep an eye on what you watch on TV or video, or say/text on social media, to make sure you are not doing anything silly, dangerous or offensive.

**When you use the computer network in school, you must make sure that you never:**

- send or display offensive messages or pictures
- use obscene language
- insult, attack or harass other people
- use social media sites at any time during the school day
- damage computers or the computer system in any way at all
- break copyright laws
- give your own (or anyone else's) personal details, such as e-mail address, home address, telephone number or images
- use passwords belonging to other people
- open files, folders or other work which is not your own

**Remember**

1. *If you break the above rules, you will not be allowed to use the Internet. The ban may be permanent.*
2. *There may be further disciplinary action such as detentions or – in the case of really bad behaviour – exclusion from school.*