



Pupil Acceptable ICT Use Policy Agreement

Mary Immaculate High School strongly believes in the educational value of the use of ICT in the classroom and recognises its potential in supporting both teaching and learning. However, any inappropriate misuse of ICT both in and outside of the school community is strictly prohibited. Therefore, in order to qualify for access to ICT services in the school pupils must read and follow the following agreement:

1. Personal Responsibility

As a representative of the school you accept personal responsibility for reporting any misuse of the network to a member of staff.

2. Acceptable Use

The use of ICT services must be in support of education and research in accordance with the educational objectives set out by Mary Immaculate High School.

3. Privilege

The use of ICT is a privilege and any inappropriate misuse can result in that privilege being withdrawn either permanently or for a period of time.

4. Security

If you identify a security problem with any piece of technology in the school, you must notify your ICT teacher straightaway and shouldn't demonstrate the problem to any other pupils.

5. Vandalism

Any malicious attempt to harm or destroy any equipment or data will result in disciplinary action being taken and any deliberate damage to equipment must be paid for by yourself.

6. Electronic Mail

Email facilities are provided by the school through the Microsoft Office 365 suite. The sending or receiving of any email, which contains any inappropriate material, is strictly forbidden.

7. Chat Services

Pupils are not permitted to use any chat facilities which are available on the Internet.

8. Internet Search Engines

Pupils are required to use Internet search engines responsibly. If pupils are found to be searching for material which is unsuitable and is in breach of this policy they will face disciplinary action.

9. Executable, Music and Video Files

Pupils are strictly forbidden from introducing executable files (e.g. '.exe, .cmd, .bat, .bin') to the network as these in some cases can contain harmful viruses.

10. Social Networking Sites

Pupils are not permitted to use social networking sites in school hours unless it is for academic purposes such as research.