



INTERNET & EMAIL USE POLICY STATEMENT

INTERNET USE

At the beginning of the Upper Third all students sign an ICT contract which is stored in the Network Manager's Office. Individual users of the Internet are responsible for their behaviour and communications over the Internet. Students are expected to honour the agreements they have signed in a College contract. Disciplinary action is taken against any pupil who is in breach of this ICT contract.

The College encourages use by pupils of the Internet, together with the development of appropriate skills to analyse and evaluate resources found on it. These skills will be fundamental in the society our pupils will be entering. We also believe the Internet can give our pupils access to a huge variety of information which will stimulate and enrich their learning. Staff should seek to organise information resources in ways that point pupils to those that have been reviewed and evaluated prior to use. Staff must remain vigilant when their pupils are using the Internet in order to ensure that inappropriate materials are not accessed.

The College believes that the benefits to pupils from access to information resources and increased opportunities for collaboration exceed the disadvantages of the Internet. Although the College offers a safe online environment through filtered internet access we recognise the importance of teaching our children about online safety and their responsibilities when using communication technology

EMAIL POLICY

Email can be an extremely valuable tool in an educational context, encouraging the development of communication skills, and transforming the learning process by opening up possibilities that, conventionally, would be impossible to achieve. However, there are a number of issues for consideration when using email in the College such as the management implications of implementing email, and acceptable use of email by pupils. Other issues, such as bullying by email, are emerging which the College also needs to be concerned with.

The College is able to provide students and staff with an address and server space for email communications. The account is accessible where internet access is available. We also allow students to access web-based email, such as Gmail, Yahoo or Hotmail accounts. This web-based email system provides the College with a free email system, with unlimited email addresses, but we acknowledge that we have limited tools to control the use and access of email by pupils. Access from home as well as College provides a ready means of communications and transfer of work.