



## **Morgans School Rules for the Responsible Use of the Computer Network and Internet**

The school has installed computers, mobile laptop trolleys and Internet access to help our learning. At Morgans we believe that the Internet offers a wealth of learning opportunities for all members of the school community. These rules will keep everyone safe and help us to be fair to others.

Pupils will:

- only access the system with their own login and password;
- not access other people's files;
- only use the computers for school work , homework and recreational activities agreed with their teacher;
- only bring in USB keys and CD-ROMs from outside the school after their teacher has agreed that they can do so;
- ask permission of a teacher before using the Internet and follow an agreed search plan;
- only e-mail people they know or their teacher has approved;
- only send polite and responsible messages;
- not give any home addresses or telephone numbers, or arrange to meet anybody, unless their parent, carer or teacher has given permission;
- report any unpleasant material or message sent to them immediately. Their report will be confidential and will help protect other pupils and themselves;
- Understand that the school may check their computer files and may monitor the Internet sites they visit.