Omagh Academy
The Acceptable use of ICT by Pupils

1. I will only use ICT systems in school, including the internet, e-mail, digital video, mobile technologies, etc. for school purposes.

2. I will not download or install software onto any school digital device unless instructed to do so by a teacher.

3. I will only log on to the school network with my own user name and password.

4. I will follow the schools ICT security system and not reveal my passwords to anyone and will change them regularly.

5. I will use my school e-mail address for all school related communications and when in school I will only use the school's e-mail system.

6. I will make sure that all ICT communications with pupils, teachers or others are responsible, sensible and in good taste.

7. I will be responsible for my behaviour when using the Internet. This includes the resources I access and the language I use.

8. I will not deliberately browse, download, upload or forward material that could be considered offensive, obscene or illegal. If I accidentally come across any such material I will report it immediately to my teacher.

9. I will not use the internet to give out any personal information such as my name, phone number or address. I will not use the internet to arrange to meet someone without the knowledge and permission of my teacher and/or parent.

10. Images of pupils and/or staff will only be taken with the permission of a teacher and subsequently stored and used for school purposes only in line with school policy. Images will not be distributed outside the school network without the permission of the person involved.

11. I will ensure that my online activity, both in school and outside school, will not cause my school, its staff, pupils or others distress or bring it into disrepute.

12. I will respect copyright, intellectual property rights and the privacy others' work on-line at all times.

13. I will not attempt to bypass the internet filtering system.

14. I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers.

15. I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parents may be contacted.

Signed _____ (Pupil) Date _____

Signed _____ (Parent) Date _____