

ICT Facilities and Acceptable Use Policy

As well as being a taught as a subject, ICT is integrated into all curriculum areas and is viewed as essential to the future success of all our learners. We have invested heavily in ensuring the ICT facilities are kept up-to-date, reflect practice in the workplace and help support teaching and learning in the classroom.

ICT Classrooms

All our classrooms contain ICT facilities. These are upgraded on a rolling programme and are all connected to the same network providing specialist software to all areas of the school. As well as the specialist software, Microsoft Office is used and taught so every learner is familiar with the usage of industry-standard software. There are over 50 PCs on the curriculum network, all running Windows 10

iPads/cameras and video recorders

Sets of devices are available for class teachers to book and use. They offer specialist Apps as well as cameras and internet use.

In the Classroom

Every single classroom in school is fitted with a digital projector allowing teachers to use a wide-range of learning material to every single learner, not just a few. Most classrooms also contain Interactive Smartboards which take the integration with the digital and classrooms worlds even closer.

Acceptable Use Policy

All pupils use computer facilities including Internet access as an essential part of learning, as required by the National Curriculum. When signing onto computers, the agreement below is shown and learners have to accept to say the rules have been understood and agreed.

These e-safety rules help to protect learners and the school by describing acceptable and unacceptable computer use.

Acceptable Use Agreement: Learners

- I will only use ICT systems in school, including the internet, email, digital video, and mobile technologies for school purposes
- I will not download or install software on school technologies
- I will only log on to the school network, other systems and resources with my own user name and password
- I will follow the school's ICT security system and not reveal my passwords to anyone and change them regularly.
- I will only use my school email address (if I have been provided one)
- I will make sure that all ICT communications with learners, teachers or others is responsible and sensible

- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use
- I will not browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher
- I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone I do not know from the internet
- I am aware that when I take images of learners and/ or staff, that I must only store and use these for school purposes in line with school policy and must never distribute these outside the school network without the permission of all parties involved. This includes school breaks and all occasions when I am in school uniform or when otherwise representing the school
- I will ensure that my online activity, both in school and outside school, will not cause my school, the staff, learners or others distress or bring the school community into disrepute, including through uploads of images, video, sounds or texts
- I will support the school approach to online safety and not upload or add any images, video, sounds or text that could upset any member of the school community
- I will respect the privacy and ownership of others' work on-line at all times
- I will not attempt to bypass the internet filtering system
- 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
- 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 parent/ carer may be contacted
- I will not bring a Smart Watch to school because I am not permitted to wear one during the school day
- I will not sign up to online services until I am old enough to do so

The school uses e-safe global to protect our learners and staff against safeguarding risks early so that intervention can be fast. This system monitors the use of the school's computer systems, including access to web-sites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system may be taking place, or the system may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.