

Code of practice for use of the school network / residential facilities, by pupils

Email

You can send and receive personal e-mails. However, because we are a school emails will be monitored to see if they follow school rules.

- 1. Emails should not contain rude or inappropriate language.
- 2. When sending an email, you must be with an adult at all times.
- 3. You must only email addresses that staff say it is ok to use.

The internet

When you use the internet, staff will check the site you are using is ok for school use. This must be legal and not show aggression or use bad language for example, do not down load music from illegal sites.

None of the above material may be stored in your account.

Do not download anything without checking with staff first.

Personal accounts may be checked by the administrator at any time. Any areas of concern will be discussed with the Head of your Department, Deputy Head or Principal of the school.

You must not use any social networking site, e.g. Facebook, Twitter, Instagram or TikTok while at Robert Ogden School and Thurnscoe House & Studios

You are not allowed to use chat to speak to friends over the Internet not even while playing a game. This includes any game on ROBLOX.

You must not use a proxy server to access anything on the Internet.

Electronic devices

We do not permit pupils to bring in laptops, tablets, gaming devices, MP3 players or storage devices in school.

<u>Mobile phones</u> brought into school must be stored in reception or an agreement with your teacher to store away in an alterative place.

You must be supervised at all times.

If there is a problem, we will need to let other people who can help you know about this. Parents, Teachers and Residential Managers will be told about the problem and decide what to do. This may mean you cannot use the computers, email or the internet.

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