

# RULES FOR RESPONSIBLE COMPUTER USE

The school's computers are provided to help our learning. The following rules will allow us to use them fairly and safely.

- I will only access the system with my class login and password.
- I will not access other people's files without their permission.
- I will only use the computers *for schoolwork*, unless I am given permission.
- I will not bring in disks, software or USB memory sticks from home without permission.
- I will not use images/video of other people without their permission.

## THE INTERNET

- I will only use the Internet **after first asking a member of staff**.
- I will only use e-mail when told to by a teacher, and will not e-mail anyone I don't know. All messages I send will be polite and responsible.
- I will not give my home address, phone number or arrange to meet someone.
- I will only use Google Images after getting permission from an adult.
- I will tell an adult if I see anything that I think is offensive, or may harm a computer (i.e. viruses), whether it happens when I use the computer, or when someone else does.
- I will not download or install files from the Internet.

Signed \_\_\_\_\_