E-LEARNING CODE OF CONDUCT

This code of conduct applies at all times, in school hours, whilst using school equipment. Internet, e-mail and access to a Learning Platform will be provided for you to conduct research, communicate with others as well as learning resources but only on the understanding that you agree to follow this code. At all times you should use e-Learning resources in an appropriate and responsible manner.

THE CODE

You should:

☺ Only access sites which are appropriate for use in school.

☺ Be aware that your actions on the Internet and when using e-mail can be seen and monitored.

☺ Be careful of what you say to others and how you say it. Never give your name, home address, telephone numbers or any personal information about yourself or others to any strangers you write to or communicate with on the Internet. Never arrange to meet strangers who approach you whilst on the computer; anyone can pretend to be someone else. Someone pretending to be a friend may not have your best interests at heart.

☺ Treat others as they would expect to be treated eg show respect and be polite. Remember that something that may seem like a joke to you could upset someone else.

☺ Always tell your teacher or another adult if you ever see, hear or read anything which makes you feel uncomfortable while using the Internet, e-mail or Learning Platform.

☺ Check with a teacher before: sending e-mail downloading files completing questionnaires or subscription forms opening e-mail attachments

E-LEARNING CODE OF CONDUCT

Pupil: _____ Class _____Date _____

My parents and I have read the E-Learning Code of Conduct and I agree to follow it.

Signature _____ Date _____

Parent: As parent or guardian, I have read, discussed and explained the E-Learning Code of Conduct to my son/daughter. I understand that if he/she fails to follow this code, his/her individual access will be withdrawn and I will be informed.

Parent/Guardian Signature _____ Date _____

Approved by FGB: June 2019   Review Date: June 2022

Signed: Seb Hearmon ……………………………………………. (Chair of Governors)