Dr South's CE Primary School

Bletchingdon Road, Islip, Kidlington, Oxon OX5 2TQ

Nurture, Educate, Inspire

Headteachers: Mr Huw Morgan Mrs Helen Watson

Telephone (01865) 372323 **Website:** www.dr-souths.co.uk

Internet Code of Conduct (non-statutory)

The Governors at Dr South's Primary School adopt the attached Internet Code of Conduct.

Adopted by the Curriculum Committee in July 2012
Reviewed by the Teaching and Learning Committee in January 2015
Reviewed by the Teaching and Learning Committee in March 2017
Reviewed by the Teaching and Learning Committee in March 2019
Reviewed by the Teaching and Learning Committee in March 2021
Reviewed by the Teaching and Learning Committee in February 2023

Signed …….. **Chair of Teaching and Learning Committee**

Signed …… **Headteacher**

Review Date: January 2025

Review every two years.

Review approval: LGB to decide (can be headteacher, individual governor, committee or FGB) (currently delegated to the Teaching and Learning Committee)

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CODE OF CONDUCT FOR USE OF THE SCHOOL'S INTERNET/E-MAIL FACILITIES

This code of conduct applies at all times, in and out of school hours, whilst using school equipment.

Internet access will be provided for children to conduct research and communicate with others but only on the understanding that they agree to follow this code. This code of conduct is not intended to be exhaustive. At all times they should use the Internet in an appropriate and responsible manner.

THE CODE

You should:

- Only access sites which are appropriate for use in school. *This also applies outside lesson time.*
- Be aware that your actions on the internet can be seen by others.
- Be careful of what you say to others and how you say it. *Never give your name, address, telephone numbers or any personal information about yourself or others to any stranger you write to or talk with on the Internet.*
- Treat others as they would expect to be treated. Eg *show respect and be polite.*
- Always tell your teacher or other adult if you ever see, hear or read anything which makes you feel uncomfortable whilst using the Internet or e-mail.
- Respect copyright and trademarks. *You cannot use the words or pictures that you see on an Internet site without giving credit to the person that owns the site. You must not copy text or pictures from the Internet and hand it in to your teacher as your own work.*
- Check with a teacher before:
    - Sending e-mail
    - Downloading files, other than pictures
    - Completing questionnaires or subscription forms
    - Opening e-mail attachments

You should not:

- Send, access or display offensive messages or pictures
- Use or send bad language
- Intentionally waste resources

Please note:

User areas on the school network will be closely monitored and staff may review your files and communications to maintain system integrity.

Failure to follow the code will result in loss of access and further disciplinary action may be taken if appropriate. If applicable, external agencies may be involved: certain activities may constitute a criminal offence.