

Chromebook Usage – SHFGS 2018



Acceptable Use Policy (AUP): SHFGS Student Agreement Form

This covers the use of Chromebooks and its specific features, and therefore the use of: email, any other communication tool, Internet, intranet and network resources, learning platforms, Apps, equipment and systems.

- I will only use the Chromebook in lessons and for homework when directed/permitted to do so by my teacher.
- I will only use the Chromebook resources and systems for learning purposes or for uses deemed 'reasonable' by the school.
- I will not reveal my password(s) to another student.
- If my password is compromised, I will ensure I change it. I will not use anyone else's password if they reveal it to me and will advise them to change it.
- I will not allow other students nor unauthorised individuals (outside my family) to access email / Internet / intranet / network, or other school systems.
- I will save all documents, data etc. appropriately to Google drive.
- I will not engage in any online activity that will harm or endanger myself or others. Nor will I access material that is inappropriate for school and that would lead to school sanctions.
- I will only use the approved, secure school email system(s) on this device, for school business only.
- I will only use the approved, school selected applications in school.
- I will only use the school's approved communication systems with pupils or staff, and only communicate with them on appropriate school business.
- I understand that 'phone zone rules' in terms of use (not location) also apply to any personal device e.g. not wearing earphones/headphones around school and only in lessons if directed by the teacher.
- I will not browse, download or send material that could be considered offensive to others nor inappropriate to school.
- I will report any accidental access to, or receipt of inappropriate materials, or filtering breach to a member of staff.
- I will not publish or distribute work that is protected by copyright.
- I will not use the camera for taking and transferring images of pupils or staff without permission and will not store images at home or in my google drive without permission.
- I will not post images taken in school to any social media platform nor will I post on social media while in school.
- I understand that all Internet usage / and network usage can be logged and this information could be made available to my school on request.
- I understand that the school reserves the right to confiscate the device, if there is suspicion that I have misused it or if evidence is held on it.
- I understand that failure to comply with this agreement could lead to disciplinary action.
- I understand that this is a personal/ school [delete as appropriate] device and will be used and cared for as such, on all occasions.

Signed: _____ Form: _____

Date: ___ May 2018