



## Burwell Village College (Primary)

### Responsible Internet and Computer Use

We use the school computers and Internet connection for learning. These rules will help us to be fair to others and keep everyone safe.

1. I will ask permission before entering any Web site, unless my teacher has already approved that site or its address is stored on the intranet.
2. I will only use the specified search engines as and when directed by my teacher.
3. I will not enter Internet chat rooms or leave messages on bulletin boards.
4. If I see anything I am unhappy with or I receive messages I do not like, I will tell the teacher immediately.
5. I will not download and install files or software from the Internet.
6. I will never reveal or insert my personal details, and home address or telephone number on the web or in dialogue with other Internet users.
7. I will only e-mail people I know, or my teacher has approved.
8. I will always be polite and use appropriate language when sending e-mails.
9. I will ask permission before opening an e-mail or an e-mail attachment sent by someone I do not know.
10. I will not intentionally take copyrighted material from the Internet.
11. I will not look at or delete other people's files.
12. I will only use my own login codes or passwords to access the computer network unless directed by a teacher to do otherwise.
13. I will not bring discs/CD ROMs into school without permission.
14. I know that my teacher will check my files and monitor the Internet sites I visit.
15. I understand that if I deliberately break these rules, I could be stopped from using the Internet or computers.