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ACCEPTABLE USE POLICY
FOR ALL STUDENTS, PARENTS & CARERS
September 2024

Policy Review

This policy will be reviewed in full by the Directors on an annual basis unless circumstances require policy update in the interim.

The policy was last reviewed and agreed by the Directors on 01.09.24.

It is due for review on 01.09.25 (up to 12 months from the above date).

Signature (CEO) …………………………… Date ……01.09.24………………

Signature (COO) …………………………… Date ….…01.09.24………………

Version Control

Version	Date	Changes
V1	04/09/23	Original document
V2	01/09/24	Terminology and layout update

Acceptable Internet Use Policy Statement (for students and parents/carers)

Name of student:

When using Edit Education ICT systems and accessing the internet in the Edit Education premises I will not:

- Use them for a non-educational purpose.
- Use them without a teacher being present, or without a teacher's permission.
- Access any inappropriate websites.
- Access social networking sites (unless a member of staff has expressly allowed this as part of a learning activity)
- Use chat rooms.
- Open any attachments in emails, or follow any links in emails, without first checking with a member of staff.
- Use any inappropriate language when communicating online, including in emails.
- Share my password with others or log in using someone else's details.
- Give my personal information (including my name, address, or telephone number) to anyone without the permission of a member of staff or parent/carer.
- Arrange to meet anyone offline without first consulting my parent/carer, or without adult supervision.

If I bring a personal mobile phone or other personal electronic device into Edit Education:

- I will not use it during lessons, tutor group time, clubs or other activities organised by Edit Education, without a member of staff permission.
- I will use it responsibly and will not access any inappropriate websites or other inappropriate material or use inappropriate language when communicating online.
- I understand that Edit Education staff will monitor the websites I visit.

I will immediately let a teacher or other member of staff know if I find any material which might upset, distress or harm me or others.

I will always use the ICT systems and internet responsibly.

Signature: _____ Date: _____

Parent/carer agreement: I agree that my child can use the ICT systems and internet provided by Edit Education when appropriately supervised by a member of provision,staff. I agree to the conditions set out above for students using the provision systems and internet, and for using personal electronic devices on site, and will make sure my child understands the rules above fully.

Parent's Signature: _____ Date: _____