













Online Safety Code of Conduct

Students Will:

	Keep ALL passwords private & change it immediately if anyone else finds out	
	Respect other people's opinions and beliefs, even if you disagree	
	Respect other people's work and devices, keeping to your own device / computer	
	Respect other people's learning in both classroom & remote learning Lessons	
	Respect the College's and other people's equipment	
	If you are ever made to feel scared or uncomfortable: use the online reporting method for the website you are using; tell a teacher; AND use the "report abuse" button on the College Online Safety website page	
	Always keep your own and other people's information private eg name, address, telephone numbers, school, pets, close up photos or videos	
	Only reply to messages from people you know	
	Always credit the source of other people's work when you use it in your own work	

Students will:

	NOT tell anyone your network password	
	NOT reply to nasty messages. (Instead: keep a copy of it as evidence; tell a teacher; use the online reporting for the website you are on; AND use the "report abuse" button on the College website.)	
	NOT record, show or upload online photos, videos or sound files of other people without asking for their permission first	
	NOT show other people photos, videos or sound files of yourself, including "live streaming", without asking an adult first	
	NOT publish personal details or photos, videos or sound files that identify other people eg no names, addresses, phone numbers, school name, pets, portrait photos with a name	
	NOT agree to meet an online friend without checking with an adult first	
	NOT be rude, offensive, bully or harass other people eg in a message, eg on an online service, eg in a remote "live" lesson	
	NOT use a computer / mobile or portable device in a lesson for anything other than a learning activity set by the teacher	
	NOT access, read, alter or delete the work of other people	
	NOT search for, create, share or view inappropriate material	
	NOT play electronic / online games whilst in College, especially not in lessons, unless asked to do so by a teacher	
	NOT attempt to install or attempt to use non network executable files, programs or viruses on the network	
	NOT attempt to access the operational files of the network, classroom workstations or iPads	
	NOT attempt to install, attempt to use or create your own network executable files, programs, viruses or other malicious files on the college network	
	NOT use VPN, proxies or similar tools to evade the protections provided by the College Network, Wifi and iPad management system.	