



## WHANGANUI HIGH SCHOOL POLICY USE OF THE INTERNET

<b>INTRODUCTION</b>	<p>1 a) The internet is a valuable tool in the support of teaching and learning</p> <p>2 b) All users of the internet will be expected to adhere to the <i>Code of Conduct in Relation to Internet Use</i>. [Refer Appendix I]</p>
<b>GUIDELINES</b>	<p>1 The internet is made available to staff and students under the following conditions:</p> <p>a) <u>Staff</u> All staff, whether part-time, full-time, teaching or non-teaching, are allowed access to the internet in accordance with the following provisions.</p> <p>Internet use should be for the purpose of:</p> <p>i) Providing information for students or for the teachers of students, that is relevant to teaching and learning;</p> <p>ii) for the up-skilling of staff through research and procurement of information.</p> <p>The use of the computer in relation to school business or to request information to the benefit of the school, takes priority over other uses.</p> <p>Staff wishing to purchase items off the internet for school purposes should refer to the Bursar.</p> <p>b) <u>Students</u> Students are expected to use the internet, within the Code of Conduct conditions, to access documentation related to learning.</p> <p>2 Any person found to have abused the <i>Code of Conduct in Relation to Internet Use</i> will be referred to an appropriate member of the senior staff.</p>
<b>ACCOUNTABILITY</b>	The Principal is accountable for ensuring the <i>Code of Conduct in Relation to Internet Use</i> is adhered to by both staff and students.
<b>EVALUATION</b>	The Board, in association with the Principal, will review this policy on a three-yearly cycle in accordance with the School's quality management cycle.
<b>CONCLUSION</b>	Whanganui High School aims to provide access to the internet for students and staff so as to support the teaching and learning process in a constructive, practicable and safe manner.

Approved by the Board  
Signed Chairperson:

Date:

15/8/16

Signed Principal:

Date:

15 August 2016

## CODE OF CONDUCT IN RELATION TO INTERNET USE

The *Code of Conduct in Relation to Internet Use* applies to all the users of internet within the school.

### **Guideline 1 - General Statement**

The internet is provided for education and the improved delivery of curriculum material. Internet users are encouraged to make use of the service to this end.

### **Guideline 2 - Use of the Internet**

- 1 No profanity, obscenities, or any other language that could be construed as such, is to be used in any email messages.
- 2 The internet is not to be used by any person for personal financial gain or illegal activity.
- 3 Deliberate attempts to gain access to internet sites containing pornographic, racially or religiously offensive, illegal or offensive material will be viewed as a serious breach of the Code of Conduct.  
If a student mistakenly accesses an inappropriate site she/he should exit immediately and inform a staff member.
- 4 Vandalism will be viewed as a serious breach of the Code of Conduct. Vandalism is defined as any malicious attempt to harm or destroy data or machinery or interfere with any secure site. This includes, but is not limited to, the uploading, downloading or creation of computer viruses or any activity generally known as *hacking*.
- 5 Students will not download attached files or software plug-ins except with the explicit permission of staff.
- 6 All copyright, privacy and international laws are to be abided by at all times.
- 7 All user activity may be accessible, to be used as evidence of any violation.

### **Guideline 4 - Liability**

- 1 Whanganui High School is not, and cannot be held responsible for the loss of material, accidental corruption or any other action that might affect transmission or loss of data.
- 2 Whanganui High School has taken all possible precautions to maintain the safety of all users and these guidelines are written and enforced in the interest of effective educational use of the internet.