



STUDENT ICT AND INTERNET AGREEMENT

These key points form the ICT and Internet use agreement we ask you follow whilst attending projects at the YMCA.

We ask that these are signed and agreed to before using the ICT facilities.

Failure to do so may mean you will not be allowed to use the computer facilities and the Internet.

- We ask all students to act responsibly and safely when using computers and the Internet, just as they are elsewhere in the building. This includes material they choose to access and language they use.
- The YMCA provides filtered Internet access for safe browsing by students. Students do not deliberately search the Internet for offensive material-this includes websites showcasing violence or information of a sexual nature which is not educational. If any student finds offensive material accidentally, we ask they report it immediately to staff.
- Students using email should only contact people they know or those approved by the staff
- Students should not use rude language in e-mail communication. No personal information such as phone numbers and addresses should be given out and no arrangements made to meet strangers.
- Students should not access chat rooms or send chain letters when using computers.
- Students should not access other people's files unless permission has been given.
- Computers should only be used for work and homework. As each student is given a fixed amount of network space for their work, all files including pictures should be removed when they are no longer needed. It is particularly important that students do not save many picture files as these take up a large amount of network space.
- Students are not allowed to download any program files from the Internet or by using e-mail. Similarly, students are not allowed to bring any computer programs on any type of removable media from home for use in the YMCA.
- Students may use printers for work only.
- Students failing to follow the terms of this contract will be warned, and subsequently, may be denied access to computer facilities and the Internet.

The City of Bradford YMCA takes reports of bullying seriously.

Any learner found to be threatening or abusive to others whilst using the internet may be subject to formal disciplinary.

If you feel you are being unfairly treated by other ICT users please report your concerns to a staff member. Alternatively the CEOP website-<https://www.ceop.police.uk/Ceop-Report/> allows you to confidentially report any concerns you have in regards to what you may have seen or been sent over the internet.

I have read and agree to the terms of this contract. I understand that if I break the contract, access to computer facilities and the Internet may be withdrawn.

Signed..... (Student) Date.....

Signed..... (Parent/Guardian) Date.....