STUDENT ACCEPTABLE USE POLICY (AUP)

Introduction

While access to and use of networked information resources can result in broad opportunities for educational purposes, the use of information and communication technologies (ICT) does not come without some risk of exposure to content and behavior which might not be considered appropriate within the school or cultural setting of Qatar.

This Acceptable Usage Policy (AUP) provides a framework on what is expected, acceptable and unacceptable when using ICT equipment within the school.

School Responsibilities

The school provides ICT equipment for educational purposes only and has established a secure environment for safe usage. This includes:

- block/filtering access to inappropriate websites and services such as social networking sites, chat rooms, instant messaging, peer-to-peer networks etc.
- ensuring usage of ICT equipment is monitored
- student privacy is appropriately maintained
- establishing disciplinary procedures and sanction for inappropriate usage
- Providing an e-safety training and awareness program for responsible internet use

Student Responsibilities

While the school makes every reasonable effort to ensure a safe environment, students are ultimately responsible for their behaviour whilst using ICT resources. Any unsuitable websites, email messages or behaviors must be reported to the IT Coordinator.

WHEN USING THE INTERNET:

- Students and Parents **MUST** acknowledge and sign this AUP Policy before gaining access to school ICT systems
- Students **MUST** use the Internet for educational purposes only and usage **MAY** be monitored.

- Students **MUST NOT** try and bypass filtering, access controls or other such security systems.

- Students **SHALL NOT** introduce any software onto ICT systems.

- Students **SHALL NOT** provide personal information about themselves or others to Internet websites.

WHEN USING EMAIL:

- Students **MUST** use email for educational purposes only and usage **MAY** be monitored.

- Students **SHALL** only use approved e-mail accounts.

- Students **MUST** immediately tell a teacher or the IT coordinator if they receive offensive e-mail.

- Students **SHALL NOT** send spam email.

USING PERSONAL ELECTRONIC DEVICES (PEDS)[1]

- PEDs **SHALL NOT** be used during lessons or formal school time.

Disciplinary Action

The use of ICT systems without permission or for inappropriate purposes may constitute a criminal offense. Violation of this policy may lead to:

- interview or counseling;

- informing parents/guardians;

- removal of Internet or computer access;

- detention, suspension or expulsion.

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[1] PEDs include mobile phones, music devices, PDAs, laptops, etc.