



## VPA Internet Use Policy and Agreement

Use of the internet by employees of Valley Prep Academy Charter School (VPA) is permitted and encouraged where such use supports the goals and objectives of the school.

However, VPA has a policy for the use of the internet whereby students and staff must ensure that they:

- comply with current legislation
- use the internet in an acceptable way
- do not create unnecessary risk to the school by their misuse of the internet

### Unacceptable Behaviour

In particular the following is deemed unacceptable use or behaviour by students, volunteers, or employees:

- visiting internet sites that contain obscene, hateful, pornographic or otherwise illegal material
- using the computer to perpetrate any form of fraud, or software, film or music piracy
- using the internet to send offensive or harassing material to other users
- downloading commercial software or any copyrighted materials belonging to third parties, unless this download is covered or permitted under a commercial agreement or other such licence
- hacking into unauthorised areas
- publishing defamatory and/or knowingly false material about VPA, your colleagues and/or our students on social networking sites, 'blogs' (online journals), twitter, Instagram, Facebook, and any online publishing format
- revealing confidential information about VPA in a personal online posting, upload or transmission - including personal information and information relating to the students or their families, staff and/or internal discussions
- introducing any form of malicious software into the corporate network

### Monitoring

VPA accepts that the use of the internet is a valuable teaching tool. However, misuse of this facility can have a negative impact upon employee productivity and the reputation of the school. In addition, all of the schools internet-related resources are provided for educational or business purposes. Therefore, the school maintains the right to monitor the volume of internet and network traffic, together with the internet sites visited. The specific content of any transactions will not be monitored unless there is a suspicion of improper use.

### Agreement

All VPA employees, students, volunteers, contractors or temporary staff who have been granted the right to use the company's internet access are required to sign this agreement confirming their understanding and acceptance of this policy.

I agree to the VPA Charter School Internet Use Policy.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_