

Internet Safety Procedures

- a. Use of ICT at Epsom Normal Primary School is for educational and administrative purposes only
- b. NetSafe NZ <http://www.netsafe.org.nz> will be a key resource in all cyber-safety matters
- c. Prior to accessing the internet at school, all students will be required to have a consent form signed by a parent. No accessing the internet will be permitted without it.
- d. Students will use the school internet with teacher permission only and an adult will be present when this is done
- e. Students will be taught the dangers of inappropriate use
- f. Students must report any information they receive which makes them feel uncomfortable, embarrassed or nervous
- g. Students' emails going outside the school will be checked by an adult before being sent
- h. Students may not destroy, modify or interfere with hardware or software in any way
- i. Offensive language or images may not be sent, downloaded or accessed
- j. Failure to observe any of the above will be treated by the school as a very serious offence
- k. Staff will also sign a form outlining the school's regulations of use