



Cheadle Hulme School

Acceptable IT Use Agreement (Guest Users)



This Agreement details the responsibilities Guest Users need to be aware of when using School IT and/or BYOD Wi-Fi. All Guests are expected to sign this Agreement as an indication they will adhere to the School's data protection, e-safety and e-security responsibilities at all times.

As a Guest User I confirm that I:

- will only use the School's IT/Internet and any other related technologies for professional purposes or for uses deemed acceptable by the Head or Governing Body;
- will comply with the IT system security culture and not disclose any access information provided to me by the School or other related authorities;
- will ensure that all electronic communications are compatible with my professional association with the School;
- will not provide my own personal details such as mobile phone number; personal email address; personal Twitter account, or any other social media link, to pupils;
- will ensure that any personal data I have access to is kept secure and is used for the explicit purpose I am given access to it;
- will not install any hardware or software without permission;
- am aware that access to some sites may be blocked and I will not browse, download, upload or distribute any material that could be considered offensive, illegal or discriminatory;
- will not take, store or use images of pupils and/or staff;
- will not distribute images outside the School network;
- understand that my use of the School's Internet and technologies may be monitored;
- will respect copyright and intellectual property rights;
- will ensure that my online activity, will not bring the School, my professional reputation, or that of others, into disrepute;
- will report any illegal, inappropriate or harmful material or incident, I become aware of, to the appropriate person.

Breaches to any of these responsibilities may lead to Guest Users being asked to leave the School premises and, if appropriate, external agencies consulted.

Guest Name

Signature

Date

Staff Sponsor

Technical Services Use:

Username:

Expiry:
