BRITISH INTERNATIONAL SCHOOL OF HOUSTON
A NORD ANGLIA EDUCATION SCHOOL

Computer Permission Form
Secondary School

The British International School of Houston is pleased to offer students access to a computer network for school work, email and the Internet. To gain access to the computer network all students in the Secondary School must obtain parental permission as verified by the signatures below.

PLEASE NOTE THAT IF THIS FORM IS NOT RETURNED THE STUDENT WILL NOT BE GIVEN ACCESS TO THE COMPUTER NETWORK.

ICT RULES

- Privacy

Our Systems Administrator will regularly review communications and check student network storage areas to maintain system integrity and ensure that the students are using the system responsibly. The school cannot guarantee that students will not use the internet via another student's network identity. We aim to have at least one adult in the classroom when your child uses the internet.

- Illegal copying

Students must NEVER download or install any commercial software, shareware or freeware unless they have written permission from the ICT teacher or the network manager. Students must not copy other people's work, intrude into other people's files or use another student's user name and password to log onto the school computer. Deliberate meddling with viruses and hacking are serious criminal offences and will be treated accordingly.

- Inappropriate materials/language

No profane, abusive or impolite language should be used when the student communicates, nor should materials be accessed which are not in line with the rules of the school behaviour. Should students encounter such materials by accident, they should report it to the teacher immediately. The British School of Houston cannot be held responsible for the children accessing inappropriate websites.

ICT CODE OF GOOD WORKING PRACTICE

A good rule is to never view, send or access materials which you would not want your teacher and parents to see.

1. Tell a member of staff immediately if you find materials which contravene the ICT rules.
2. Do not damage the computer, peripheral devices or the network in any way.
3. Do not download or store MP3, WMA or other music files on the network unless authorized to do so.
4. Do not download or store MPEG or other video files on the network unless authorized to do so.
5. Do not interfere with the network by installing illegal software, shareware or freeware.
6. Do not contravene copyright laws, view, send or display offensive messages or pictures.
7. Do not share your password with another person.
8. Do not waste limited resources such as disk space or printing capacity.
9. Do not trespass in anyone else's folders, work or files.
10. Be prepared to be accountable for your actions if you break the ICT rules.

If the rules are broken the school has the right to permanently exclude a child depending on the severity of the misdemeanour.

ICT PARENT PERMISSION FORM and USER AGREEMENT

As the parent of a student at the school, I have read the above information about the use of the computers at the British International School of Houston and discussed them with my child. I understand this agreement will be kept on file at the school.

My child may use the school network in accordance with the rules outlined above.

		MM/DD/YYYY
Parent Name Printed	Parent Signature	Date

As a user of the school computer network, I agree to comply with the above stated rules and to use the network in a constructive manner.

		MM/DD/YYYY
Student Name Printed	Student Signature	Date