



**(for Learners)**

**For all schools within the Bosco Catholic Education Trust**

**This policy has been approved and adopted by the Bosco Catholic Education Trust Board**

<del>March 2021</del>	<del>March 2022</del>
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**Learners are not permitted to follow or engage with a parent or prior staff of the school on any personal social media account.**

**The Trust/school's education programmes should enable learners to be safe and responsible users of social media. Learners are encouraged to comment or post appropriately about the Trust/school. Any offensive or inappropriate comments will be resolved using the Trust/school's behaviour policy.**

**If parents/carers have access to a school learning platform where posting or commenting is enabled, parents/carers will be informed about acceptable use.**

**The Trust/school has an active parent/carer education programme which supports the safe and positive use of social media. This includes information on the website.**

**Parents/carers are encouraged to comment or post appropriately about the Trust/school. In the event of any offensive or inappropriate comments being made, the Trust/school will ask the parent/carer to remove the post and will invite them to discuss the issues in person or follow the Trust/school's complaints procedure.**

**You must use your own login credentials to access local and cloud network storage.**

**Networked resources and cloud storage are intended for educational purposes and may only be used for legal activities consistent with the rules of the Trust/school. You must use the services and resources for the purposes for which they are made available.**

**Any use of the network that would bring the name of the Trust/school into disrepute is not allowed.**

**Do not use the network in any way that would disrupt use of the network by others.**

**Users will accept personal responsibility for reporting any misuse of the network or security loopholes to IT Services immediately. You must not demonstrate the problem to other users.**

**Files held on the Trust/school's network and in cloud storage are monitored by the Trust/school.**

**You must not save program files (.exe files) or other potentially harmful file types on the network.**

**Do not save pictures, music, or video files unless you have created them yourself. Doing so takes up unnecessary space and may break the author's copyright. Copyright of materials must be respected.**

**Files stored in network locations will be checked regularly and deleted without warning if deemed unsuitable.**

**You should never publish or disclose information privately available to pupils on the Trust's website or**

**If you have a school provided iPad, you should ensure that you do not tweet or post content on social media that could be accessed by pupils or staff.**







**Use of AI is important to enhance learning experiences, foster creativity, and develop digital literacy skills**



