



Believing and Achieving Together

➤ Acceptable Use Policy 2023 - 2024 [Governors]

- All Governors must take responsibility for their own use of new technologies, making sure that they use technology safely, responsibly and legally.
- All Governors must be active participants in e-safety education, taking personal responsibility for their awareness of the opportunities and risks posed by new technologies.
- No communications device, whether school provided or personally owned, may be used for the bullying or harassment of others in any form.
- No applications or services accessed by Governors may be used to bring the school, or its members, into disrepute.
- All Governors have a responsibility to report any known misuses of technology, including the unacceptable behaviours of others.
- All Governors have a duty to ensure confidentiality when accessing school related emails off site e.g. log off or lock screen, ensure others cannot read work related emails, regularly empty their inbox and deleted items, delete minutes of meetings, etc.
- All Governors must remove emails containing sensitive or personal identifiable data to a, once processed, to reduce the risk of unauthorised disclosure.
- All Governors have a duty to report failings in technical safeguards which may become apparent when using the systems and services.
- All Governors have a duty to protect their passwords and personal network logins, and should log off the network when leaving workstations unattended. Any attempts to access, corrupt or destroy other Governors' data, or compromise the privacy of others in any way, using any technology, is unacceptable.
- All Governors should understand that network activity and online communications are monitored, including any personal and private communications made via the school network.
- All Governors must take responsibility for reading and upholding the standards laid out in the AUP.
- All Governors should understand that the AUP is regularly reviewed and consistently enforced.

- *Governors will:*
- comply with all aspects of this policy
- not post confidential school information or information about any member of the school personnel on any social networking site;
- not make reference to the school or anyone connected to it when using any social networking site;
- not bring the school into disrepute by making any derogatory, defamatory, discriminatory or offensive comments on any social networking site;
- not make discriminatory or offensive comments about any member of the school personnel on any social networking site;
- be aware that the *Governing Body* will take the necessary disciplinary action if any Governor breaches this policy.

- I will not make or accept friend requests or have any contact on social media with pupils or their siblings even after they have left the school.
- I will be cautious about having parents as friends as this could compromise my independence.
- I will use the highest possible privacy settings
- I will avoid being 'tagged' in inappropriate pictures
- I will not post content which may be libellous or bring the school into disrepute
- I will not post content which may be seen as the opinion of the school.
- I will not have the name of the school on my personal profile.

➤ *Signed:*

➤ *Date:* June/ July 2023

➤ *Review:* July 2024/ September 2024





