

## **Eggescliffe School Blogger Acceptable Use Policy (AUP)**

### **Blogging Explained**

A blog is a website where people post short articles (called posts) about anything they want. Blogs are very popular on the Internet and lots of people and organizations use blogs. Myspace could be considered a blog. Anyone in the world can also add comments to blogs, adding thoughts or opinions in response to the post.

Eggescliffe School would like to provide students with a safe environment to experiment with blogging. We can take steps to protect students from some of the potential risks of blogging and also provide technical support and advice.

There are 3 types of blogging account.

- Protected Blogger

Designed for students who are new to blogging, this account allows you to write posts, upload images and change the appearance of your blog – but all posts will be sent to a member of staff for moderation before appearing online. As a result, posts may take a day or two to appear.

Comments are also held in moderation and students will not see any comments unless a member of staff has approved them.

- School Blogger

This is the standard account for students who are familiar with blogging and have demonstrated responsibility in their posts.

Students can do everything a Protected Blogger can, and also publish their posts without moderation. This does **not** mean that staff won't see the posts!

Students will still not be able to see or moderate comments on their posts.

Students and parents can request for the account to be changed to 'Protected Blogger' at any time.

- Trusted Blogger

This account allows students to do everything a School Blogger can do and also allows them to view and moderate their own comments.

This can speed up the time it takes for comments to appear, but it also means that students may, occasionally, be presented with offensive comments or spam. Some of this spam can be of an unpleasant nature and this is why most students are not given this type of account.

This type of account will not be given to any KS3 pupil and only given to older pupils with parental permission and a discussion with a member of staff about what this means.

## **Egglescliffe School Blogger Acceptable Use Policy (AUP)**

By signing below, you agree to abide by a few sensible rules regarding the use of your school blogging account. Remember that what you write online is visible to the whole world, and carries the Egglescliffe name with it.

If there is a need for a member of staff to edit or remove one of your posts you will be given a warning. A second infringement will result in the blog being shut down. If the offence is serious, we may skip the warning step.

1. No inappropriate material. This includes swearing and rude/offensive images or videos.
2. Please, no last names, addresses, phone numbers, email addresses, MSN names, Skype names, etc. Let people contact you through comments only.
3. Do not link to your personal blog/journal from your school blog; you might reveal information on there that you don't want to reveal on your school blog.
4. If you want to write your opinion on a topic, make sure you're not going to be offensive to anyone as you write it.
5. Always make sure you check over your post for spelling errors, grammar errors, and your use of words.
6. Never disrespect someone else in your blog, whether it's a person, an organisation, or just a general idea. You don't want someone making a stab at what you are passionate about; don't do it to someone else.
7. Don't write about other people without permission; if you can't get their permission, use first names only. Never share someone else's last name.
8. Watch your language! We're not at home, we are at school, this has to be at least remotely professional looking.
9. Make sure things you write about are factual. Don't post about things that aren't true.
10. Don't upload or link to images/videos that you don't have permission to post/link to. If you're not sure, then ask. We take copyright seriously!
11. Remember, once you put something online you can't take it back. Even if you delete it, other people and websites will have seen it and can reproduce it.

### **Type of account requested (please circle):**

Protected Blogger

Student Blogger

Trusted Blogger

Signed (pupil): ..... Date: .....

Signed (parent): ..... Date: .....

Signed (teacher): ..... Date: .....