SCHOOL CYBER POLICY

The potential of Information technology as a valuable learning resource is immense. However, if children use the internet without safety awareness, they may fall prey to illegal activity or abuse such as cyber bullying, fraud or something even more serious. Hence, awareness of Internet safety norms is absolutely necessary to make children free to explore knowledge without feeling intimidated. Increasing proliferation and sophistication of various electronic devices makes it all the more obligatory for schools and parents to control and monitor their use by students.

Keeping the above in view, CBSE has issued guidelines for schools, parents and students vide circular no. CBSE-Acad/JD-AHA/Cir/2017.

In order to promote a safe and secure educational environment for effective teaching and learning, the school has devised a **Cyber Policy** with the following points:

1. Access to the Internet is provided only for educational purposes relating to the school.
2. Internet facility can be used by students only in the following areas with the permission from the concerned teacher-
   a. Language lab
   b. Computer labs
   c. School library

3. The following activities are prohibited in the school premises.

a. Carrying mobile phones to school. In case of emergency, a permission letter from the parents addressed to the Class teacher/relevant concerned authority must be sent to the school. In that case, the mobile phone has to be deposited with the teacher at the beginning of the day and can be collected during dispersal.

b. Carrying other electronic communication devices such as iPads, DVD/CD players, game consoles, handheld PC, laptops, tablet or any other gadget with similar capabilities of data storage/transmission without prior permission and verification of school authorities.

c. Indulging in Plagiarism.

d. Attempting to manipulate, harm or destroy data. This includes the deliberate infection of computers with viruses.

e. Carrying bag/polythene/pouch inside computer labs.

f. Removing the IT equipment from their original place of installation to any other area without permission from the concerned authorities.

g. Causing damage to any IT equipment.

h. Using flash drives or any other external media (cell phone, hard disk,CD, camera etc.) without prior permission from the authority.

i. Posting digital and audio images of individual students/teachers on social media such as Facebook, Twitter etc.

j. Using Internet for personal/commercial purposes.

k. Viewing Social Networking Sites/ Registering on any website/downloading any material,
   sending/receiving emails without permission and in absence of an authorized teacher.

l. Visiting unauthorized websites.

m. Indulging in Cyberbullying activities.

4. Students must immediately report to teachers in case of they notice any violation of the above mentioned prohibited activities.

In the event of violating this policy, the student will be issued a notice of such violation by the school and a strict disciplinary action will be taken for the same.Action will be taken even if the incident occurs off-site or out -of school hours.