

Craze Kidz Club

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Internet Access and Use Policy

1. All leaders should be familiar with and implement the Policy.
2. All leaders need to ensure that the following procedures are implemented.

Young People must be familiar with and conform to these guidelines.

Leaders are responsible for monitoring young people's Internet use; they should be familiar with these guidelines and ensure that they are not breached.

Leaders overseeing internet usage by children and young people should ensure that each young person understands the "Rules for Responsible Internet use" prior to accessing the Internet.

Co-ordinator - should ensure that all appropriate leaders are familiar with the Internet Usage Policy and Guidelines for Internet Access and Use.

2. Control and Monitoring

Computers used for Internet access should not be able to access unsuitable sites.

Anti-Virus / Anti Spyware protection should be provided on each computer to block viruses / malware.

Young people's activities should be monitored by leaders aged 18 and over.

Monitoring Process

1. Young people should only be allowed to access the Internet if they have understood and signed the "Rules for Responsible Internet Use" agreement
2. Young people should only be allowed access to the Internet within a supervised and observed environment.
3. Leaders should ensure they discuss personal safety issues with young people on a regular basis
4. During each access session a named leader should be responsible for supervising access at any given time during that session.

Members of
Momentum Norfolk
Safer Programme



HMRC Registered Charity (XT 39138)

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3. Acceptable Use and Legal Issues

Internet facilities enable young people to handle a very wide range of information, including personal data, linking to large numbers of computers and other individuals across the world. In this relatively uncontrolled environment, it is particularly important that young people conform to legal requirements.

Information for Young People about Appropriate Internet Access and Use

1. These are guidelines to follow to prevent difficulties:
2. Do not use a computer to bully other people.
3. Always be polite and responsible when sending messages.
4. Do not damage the computer or the network in any way.
5. Do not download materials without permission or install any software, shareware or freeware
6. Report any unpleasant messages that you receive on the internet to a Youth Worker.
7. Do not view, send, or display offensive messages or pictures.
8. Do not waste printer ink and paper.
9. Do not attempt to access another person's folders, work or files.
10. Do tell a leader if you are concerned about any materials on the computer.
11. For your own safety, do not give out any personal information over the Internet or via email including home address, telephone number, photo or other personal details.
12. Do not use the Internet without a leader knowing that you are doing so.
13. For your own safety, do not arrange to meet anyone who contacts you over the Internet or via email.

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This policy was agreed on Thursday 21st July 2016

This policy will be reviewed in July 2017

Signed

Date

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