

## Acceptable Use Policy: Parental Online Access

Sims Learning Gateway (SLG), referred to at Groby Community College as **Parental Online Access** is provided for use of parents/carers of Leicestershire school pupils and the pupils themselves. Access by any other party is strictly prohibited.

Schools hold information on all pupils following the principals of the Data Protection Act 1998. The Act states that data held can only be used for specific purposes and therefore all data will be recorded, processed, transferred and made available according to strict guidelines.

Whilst every effort is made to ensure that the systems are working correctly, Leicestershire LA will not be responsible for any damages or loss incurred as a result of system faults, malfunctions or routine maintenance. These damages include loss of data as a result of delay, non-deliveries, mis-deliveries or service interruptions caused by the system or elements of the system, or user errors or omissions. Use of any information obtained via the SLG system is deemed to be at the user's risk.

By using Parental Online Access you signify that you are an employee, parent/carer or pupil within Leicestershire and that you have been authorised to use the system by the Leicestershire Local Authority.

### You agree:-

- To only access sites authorised for you to do so.  
*Never attempt to access files or programs which you have not been granted access to. Attempting to bypass security barriers is a breach of the Computer Misuse Act (1990) and such attempts will be considered as hack attacks and as such, liable to prosecution.*
- Not to reveal your password to anyone.  
*When choosing a password, choose a word or phrase that you can easily remember, but not something which can be used to identify you, such as your name or address. If you believe that someone else may have discovered your password, then change it immediately and inform the Site Administrator at Groby College.*
- To report any security concerns immediately to the Site Administrator at Groby College.
- If you are identified as a security risk to the school's ICT facilities you will be denied future access to the system.
- To observe security guidelines at all times  
*Follow the requirements of the Data Protection Act 1998 and Computer Misuse Act (1990)*

### You agree not to:-

- Attempt to access the service using another person's login details.
- Introduce or attempt to introduce any form of malicious software into the network.
- Change or attempt to change or remove software.
- Carry out unauthorised configuration changes.
- Deliberately delete files.

