



British International Remote School (BIRS)

Student Acceptable Use Policy (AUP)

Academic Year 2026–2027

Document Version: 1.0

Policy Owner: The Principal

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Review Date: 13 July 2026

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Effective Date: 14 July 2026

1. Purpose

This Student Acceptable Use Policy (AUP) outlines the rules and guidelines for using BIRS's information technology (IT) resources, including our Virtual Learning Environment (VLE), official email accounts, digital learning platforms, and virtual communication tools.

Its core aim is to ensure a safe, secure, respectful, and highly effective online learning environment for all students across Key Stages 2, 3, and 4.

2. General Use & Responsibilities

As a student at BIRS, I agree that:

- Educational Purpose: I will use BIRS IT resources, learning platforms, and school accounts primarily for educational purposes directly related to my BIRS courses and studies.
- Personal Responsibility: I am responsible for my own digital behaviour, language, and online communications.
- Credential Security: I will keep my BIRS account passwords strictly secure and private. I will never share them with other students, siblings, or friends.
- Session Security: I will log off or secure my device when leaving my study area to prevent unauthorised access to BIRS live classrooms or platforms.
- Reporting: I will immediately report any security concerns, inappropriate messages, digital bullying, or misuse of IT resources to a teacher, my parents, or a member of BIRS staff.

3. Unacceptable Uses

I agree that I will NOT use BIRS IT resources, platforms, or school accounts to:

- Harmful Content: Access, create, upload, transmit, or display offensive, illegal, or highly inappropriate material (including pornographic, hateful, violent, extremist, or discriminatory content).
- Cyberbullying: Bully, harass, threaten, exclude, or make fun of others (cyberbullying).
- Copyright Violation: Infringe on copyright laws (such as illegally downloading, plagiarising academic work, or sharing unauthorised videos, software, or course materials).
- System Disruption: Damage or disrupt BIRS networks and platforms (such as introducing viruses, sharing malicious links, or trying to access admin dashboards).
- Privacy Violations: Share personal details, phone numbers, addresses, or private photos of myself or others.
- Unauthorised Recording: Take screenshots, photos, or video recordings of live lessons, teachers, or classmate screens unless explicitly instructed to do so by a teacher for a class project.
- Commercial Gain: Engage in personal commercial activities, digital sales, or financial transactions.
- Impersonation: Misrepresent myself or log in using another student's account.

4. Online Communication & Virtual Classroom Etiquette

- **Respectful Language:** I will use polite, respectful, and scholarly language in all online communications, including emails, platform forums, chat boxes, and during live lessons.
- **Digital Footprint:** I will think carefully before I post or send messages, remembering that what I write represents me and cannot easily be erased.
- **Classroom Environment:** During live lessons, I will ensure my background is appropriate (or blurred) and that my attire is modest and professional, suitable for a school environment.
- **Active Engagement:** I will focus on the lesson and refrain from using private chat functions for off-topic, social conversations during live instruction.

5. Monitoring

BIRS reserves the right to monitor the use of its IT systems, learning platforms, VLE activity logs, and school-issued email accounts to ensure compliance with this policy, maintain academic integrity, and uphold our strict student safeguarding and security protocols.

6. Sanctions

If I breach or fail to follow this Acceptable Use Policy, it may result in:

- A temporary or permanent loss of access to BIRS IT resources, live chat, or specific interactive platform features.
- Disciplinary action as outlined in the BIRS Student Code of Conduct.
- In serious or repeated cases, notification will be sent immediately to my parents/guardians, and if necessary, external authorities.

Student and Parent/Guardian Agreement

By accessing BIRS digital systems, the student and parent/guardian acknowledge that they have read, understood, and agreed to abide by the guidelines outlined in this Acceptable Use Policy.

Student Signature (if age appropriate): _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

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