

TKA Visitor IT Access - Acceptable Use

In order to use the TKA network as a visitor, you must agree to our IT Use Policy. You will be able to access the internet but not any devices connected to the TKA network. If you wish to print documents, please seek advice from Pupil Services.

Please read the declaration below, and then sign and date this document. Return the signed document to Pupil Services, where you will be given the connection details for our visitors' WiFi access.

Declaration

I agree to connect to systems at The Kingston Academy (TKA) using the WiFi details supplied. I will not connect my own device(s) in any other way.

I agree that websites I visit while connected to the TKA network will be logged automatically by TKA's IT systems.

I confirm that my device has software installed to prevent malicious software running and spreading across the network.

I will not disclose the WiFi password I am given to others.

I agree that my use of IT on the TKA network will be of a professional nature, and I will not use TKA systems for recreational use without prior agreement.

I will immediately report any illegal, inappropriate or harmful material or incident I become aware of online to a member of TKA staff.

I will not download personal data relating to staff or pupils onto any device that is not owned or managed by TKA.

If my device is able to take photographs or video, I will not take images of people at TKA, nor will I publish such images online without permission from a senior member of staff.

If I connect my own device to a display, I will ensure that anything on screen is of a professional nature and suitable for those viewing the display in the room, or who may see it as they pass by.

I acknowledge that TKA reserves the right to remove network access for devices where they may pose a security or safeguarding risk to staff or pupils, or where use does not follow this policy.

Signed _____ Date _____

Print name _____

| | |
|-------------------------|--------------|
| WiFi SSID | TKA-Visitors |
| Today's password | |

