

Internet Usage Policy

Policy Owner - Rebecca Lincoln – Group Scout Leader

Date of Policy – March 2023

To be Reviewed; Every 12 months

Version - 2

Policy Applicable to; All Leaders including Committee members, Young Leaders, Volunteers, Suppliers,

Contractors and members of the Public who are involved with 2nd Acomb (St. Stephen's) Scout Group.

In Brief

This policy outlines 2nd Acomb Internet Usage Policy.

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Version Control

Version	Author/ Editor	Release Date
1.0	Becky Lincoln	December 2022
2.0	Becky Lincoln	March 2023

Who are we?

Our Scout Group, 2nd Acomb (St. Stephen's) Scout Group, known as 2nd Acomb Scouts, is a youth charity.

Our mission is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

From this point on 2nd Acomb (St. Stephen's) Scout Group will be referred to as "we" or "the Group" or "2nd Acomb Scouts". We are incorporated by royal charter and are regulated as a member of The [Scouts Association](#) in the United Kingdom.

We are also registered with the Charity Commission and our registration number is **524830**.

We hold an annual general meeting (AGM) every year.

This is where members of the charity executive committee (our trustees) are elected. Any parent, guardian or carer of a youth member can volunteer to be on the executive committee at the AGM. Every parent, guardian or carer also has the right to attend the Annual General Meeting.

We are based at The Scout Hut at the rear of Acomb Parish Church Hall, Front Street Acomb, York, YO24 3BX.

Introduction

This Internet Usage Policy applies to all volunteers and users who have access to computers and the Internet which are used at the Scout hut and Our Lady's Church hall. Use of the Internet by 2nd Acomb Scout Group is permitted and encouraged where such use supports the goals and objectives of the group. However, access to the Internet through 2nd Acomb Scout Group is a privilege and all users must adhere to the policies concerning Computer, Email and Internet Usage.

Computer, email and internet usage

- ✦ Users are expected to use the Internet responsibly and productively. Internet access is limited to Group/section-related activities only.
- ✦ All Internet data that is composed, transmitted and/or received by 2nd Acomb Scout Group's computer systems is considered to belong to the group and is recognized as part of its official data. It is therefore subject to disclosure for legal reasons or to other appropriate third parties
- ✦ The equipment, services and technology used to access the Internet are the property of 2nd Acomb Scout Group and the group reserves the right to monitor Internet traffic and monitor and access data that is composed, sent or received through its online connections
- ✦ Emails sent via the group email system should not contain content that is deemed to be offensive. This includes, though is not restricted to, the use of vulgar or harassing language/images
- ✦ All sites and downloads may be monitored and/or blocked by 2nd Acomb Scout Group if they are deemed to be harmful and/or not productive to the group.

Unacceptable use of the internet

Unacceptable use of the internet by adults includes, but is not limited to:

- ✦ Sending or posting discriminatory, harassing, or threatening messages or images on the Internet or via the groups email service
- ✦ Using computers to perpetrate any form of fraud, and/or software, film or music piracy
- ✦ Stealing, using, or disclosing someone else's password without authorization
- ✦ Downloading, copying or pirating software and electronic files that are copyrighted or without authorization
- ✦ Sharing confidential material, trade secrets, or proprietary information outside of the organization

Under 18's internet usage

- ✦ All adults are to be aware that the internet feed is unfiltered when using it with minors.
- ✦ Nobody under the age of 18 should have access to the wifi password.
- ✦ Every child under the age of 18 is to be supervised at all times when accessing the internet or working with IT equipment.
- ✦ Any young person seen to be trying to access social media or any other unsuitable websites will be stopped and reminded of their behaviour and this logged on OSM and the section leader informed

When under 18's are permitted by their Leader to bring mobile phones/devices to an activity, this is done so with permission of their parent/guardian. Leaders are not responsible for monitoring/supervising their content/usage but will remind them of the no social media/ suitable website rules. If unacceptable use is brought to their attention, they will respond as stated above. The device maybe removed for the duration of the activity and returned to parent/guardian when the under 18 is collected.