

**St Edmund's Church I.T. and WiFi Acceptable Usage  
and e-safety Policy**

**1. Wi-Fi Network - Acceptable Use Policy**

- 1.1. The church of Roundhay St Edmund grants you access to its Wi-Fi network providing you agree to abide by this policy.

**2. Introduction**

- 2.1. e-safety – or electronic safety - is the collective term for safeguarding involving the use of mobile (cell) phones, computers (laptops, netbooks, tablets) and other electronic devices including games consoles, to communicate and access the Internet, emails, texts messages (SMS), Instant Messaging (IM), social networking sites (SNS) and other social media; often referred to as Information and Communications Technology (ICT).
- 2.2. Technology is constantly advancing bringing with it additional safeguarding considerations. This e-safety, I.T and Wifi acceptable use policy covers the WiFi network provided by the church and both fixed and mobile internet and other technologies, such as (but not limited to) PCs, laptops, tablets, web cams, digital video equipment, mobile phones, personal digital assistants (PDAs), digital cameras and portable media players or any other forms of communication device ("**Technology Device(s)**").
- 2.3. This policy outlines the standards which the church requires all users of its electronic communications systems and equipment to follow.

**3. What is covered by the Policy?**

- 3.1. The use of the Wi-Fi network, and/or Technology Device(s) supplied by the church, expected standard of usage and expected e-Safety precautions.

**4. Who is covered by the policy?**

- 4.1. This policy covers all individuals who wish to use the Wi-Fi network and/or Technology Device(s) supplied by the church.

**5. Internet, Wifi and Technology Device(s) Use**

- 5.1. It is our church policy not to allow unsupervised internet access to any child/young person under 18 nor vulnerable adults.

- 5.2. We reserve the right to monitor use of our Wifi and/or Technology Device(s).
- 5.3. We also reserve the right to access websites, intercept email and delete material we deem to be inappropriate, or where we believe that:
- 5.3.1. unauthorised use of the church WiFi or Technology Device(s) may be taking place, or/and
  - 5.3.2. in instances where we believe that they are being used for criminal purposes or for storing unauthorised or unlawful text, images or sound.
- 5.4. Should individuals or groups wish to use our Wifi facilities, they must ensure under 18's and vulnerable adults follow this policy, or internet access may be withdrawn.
- 5.5. Users are reminded that their use of the Internet will be directly traceable to our Internet address.
- 5.6. It is prohibited to visit sites that contain, or use the Wifi or Technology Device(s) for the purposes of, anything which is or could be:
- 5.6.1. illegal under current law;
  - 5.6.2. a violation of copyright;
  - 5.6.3. defamatory, threatening or intimidatory or which could be classed as harassment and/or nuisance;
  - 5.6.4. and/or contains obscene, profane or abusive language, text or images;
  - 5.6.5. and/or contains pornographic material whether in writing, pictures, film or video clips;
  - 5.6.6. and/or contains offensive material regarding sex, race, religion, disability, sexual orientation or any other legally protected characteristic;
  - 5.6.7. unauthorised use of another user's password;
  - 5.6.8. unauthorised use for commercial purposes;
  - 5.6.9. damaging to the Technology Device(s) and/or Wifi and/or network system;

5.6.10. infringement of third party rights or are otherwise unlawful.

5.7. Express written permission should be sought if usage is envisioned to be for commercial purposes.

5.8. St Edmunds PCC reserve its right to take whatever action it deems appropriate in cases where there has been, or is suspected to be, a violation of any of the above rules. This may include (but is not limited to) temporary or permanent ban on usage, legal action and/or notification of the police, local or other authorities.

## **6. Content**

6.1. The church reserves the right to block access to any internet site.

6.2. The church will take reasonable steps to block any internet site that it deems inappropriate.

6.3. Notwithstanding any of the foregoing provisions, we cannot guarantee that all inappropriate content will be blocked.

6.4. If you gain access to a site that you deem inappropriate, close your web browser immediately.

## **7. Systems and Data Security**

7.1. The church will allow Internet access via the wireless network and will undertake reasonable steps to ensure it is secure from unauthorised users. However, no guarantee can be made to this effect.

7.2. You are responsible for your own anti-virus and anti-malware precautions. The church will not be held responsible for any damage to equipment whilst connected to its network.

7.3. You should not attempt to gain access to restricted areas of the network or to any password protected information without being duly authorised to do so.

## **8. Monitoring and Compliance**

8.1. The church reserves the right to protect its network and systems:

8.1.1. to ensure that the use of the system is legitimate and in accordance with this policy;

8.1.2. to comply with any legal obligation.

8.2. If, in our opinion, your use might constitute a criminal offence, the information will be handed to the police.

#### **9. Wi-Fi Availability**

- 9.1. We don't charge you for using the Wi-Fi. So, you accept that sometimes, for technical, legal or operational reasons, it may not be available.
- 9.2. We may also control the types of material that can be sent or received over the Wi-Fi.
- 9.3. If we want to, we can also suspend access at any time in our sole discretion without responsibility to you.
- 9.4. Your use of the Wi-Fi is at your own risk and we are not responsible to you for any damages, losses, costs or expenses you suffer because the Wi-Fi is unavailable, does not operate as expected, or causes loss or damage to any data or device.

**This policy was originally adopted by St Edmunds Church at a PCC meeting on 16 September 2019.**

**At a PCC meeting on 10 February 2025, the policy was reviewed and approved for use:**

**Signed for and on behalf of St Edmund's PCC by:**

Michelle Lepine MICHELLE LEPINE [PRINT NAME]