



Creative Computing Club CIC

IT ACCEPTABLE USE POLICY

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Approved by:

IT AUP Co-ordinator – Matthew C. Applegate

IT AUP Senior Leader – Emma Mordue

What you may and may not do when you use the Creative Computing Club's IT systems, and the consequences of breaking the rules.

Introduction

It is the responsibility of all users of the Creative Computing Club's I.T. services to read and understand this policy. This policy may be updated from time to time, in order to comply with legal and policy requirements.

1.1 Purpose

This Acceptable Use Policy is intended to provide a framework for such use of the Creative Computing Club's I.T. resources. It should be interpreted such that it has the widest application and so as to include new and developing technologies and uses, which may not be explicitly referred to.

1.2 Policy

The club also has a statutory duty, under Section 26 of the Counter Terrorism and Security Act 2015, termed "PREVENT". The purpose of this duty is to aid the process of preventing people being drawn into terrorism.

1.3 Scope

Members of the Club and all other users (staff, students, visitors, contractors and others) of the Creative Computing Club's facilities are bound by the provisions of its policies in addition to this Acceptable Use Policy. The Creative Computing Club seeks to promote and facilitate the positive and extensive use of Information Technology in the interests of supporting the delivery of learning, teaching, innovation and research to the highest possible standards. This also requires appropriate and legal use of the technologies and facilities made available to students, staff and partners of the Club.

2 Unacceptable Use

a) Subject to exemptions defined in 2f), the club Network may not be used directly or indirectly by a User for the download, creation, manipulation, transmission or storage of:

1. any offensive, obscene or indecent images, data or other material, or any data capable of being resolved into obscene or indecent images or material;
2. unlawful material, or material that is defamatory, threatening, discriminatory, extremist or which has the potential to radicalise themselves or others;
3. unsolicited “nuisance” emails;
4. material which is subsequently used to facilitate harassment, bullying and/or victimisation of a member of the Club or a third party;
5. material which promotes discrimination on the basis of race, gender, religion or belief, disability, age or sexual orientation;
6. material with the intent to defraud or which is likely to deceive a third party;
7. material which advocates or promotes any unlawful act;
8. material that infringes the intellectual property rights or privacy rights of a third party, or that is in breach of a legal duty owed to another party; or
9. material that brings the Club into disrepute.

b) The club Network must not be deliberately used by a User for activities having, or likely to have, any of the following characteristics:

1. intentionally wasting staff effort or other Club resources;
2. corrupting, altering or destroying another User’s data without their consent;
3. disrupting the work of other Users or the correct functioning of the Club Network; or
4. denying access to the Club Network and its services to other users.
5. pursuance of commercial activities (even if in support of club business), subject to a range of exceptions.

c) Any breach of industry good practice that is likely to damage the reputation of the club network will also be regarded prima facie as unacceptable use of the club Network.

d) Where the Club Network is being used to access another network, any abuse of the acceptable use policy of that network will be regarded as unacceptable use of the Club Network.

e) Users shall not:

1. introduce data-interception, password-detecting or similar software or devices to the Creative Computing Club's Network (Unless under the supervision of a Creative Computing Club mentor);
2. seek to gain unauthorised access to restricted areas of the Creative Computing Club's Network (Unless under the supervision of a Creative Computing Club mentor);
3. access or try to access data where the user knows or ought to know that they should have no access (Unless under the supervision of a Creative Computing Club mentor);
4. carry out any hacking activities (Unless under the supervision of a Creative Computing Club mentor); or
5. intentionally or recklessly introduce any form of spyware, computer virus or other potentially malicious software. (Unless under the supervision of a Creative Computing Club mentor)

f) Exemptions from Unacceptable Use: There are a number of legitimate academic activities that may be carried out using Club information systems that could be considered unacceptable use, as defined at 2a-e. For example, research involving defamatory, discriminatory or threatening material, the use of images which may depict violence, the study of hate crime, terrorism related material or research into computer intrusion techniques. In such circumstances advice should be sought from the Creative Computing Club's Director (if potentially illegal material is involved) and/or notification made to the Club Secretary via the procedure outlined in the Creative Computing Club's Prevent Policy if the material relates to the promotion of extremism/terrorism prior to the introduction of said material onto the Club network.

3 Consequences of Breach

In the event of a breach of this Acceptable Use Policy by a User the club may in its sole discretion:

- a) restrict or terminate a User's right to use the Club Network;
- b) withdraw or remove any material uploaded by that User in contravention of this Policy;
or
- c) where appropriate, disclose information to law enforcement agencies and take any legal action against a User for breach of this Policy, including but not limited to claiming all costs, fees and disbursements (including but not limited to legal fees) connected therewith.

In addition, where the User is also a member of the Club community, the Club may take such action, disciplinary or otherwise as it deems appropriate and which is in accordance with its Charter, Statute, Ordinances and Regulations.

4 Definitions

Club Network – all computing, telecommunication, and networking facilities provided by the Creative Computing Club, with particular reference to all computing devices, either personal or Club owned, connected to systems and services supplied.