

DIGITAL GUIDELINES

1. The British Co-Ed online classroom is a professional environment where academic discussions and learning takes place. To access it, the school has set up a secured environment and given personalized email IDs to all its students. This environment (including email ids) is meant for direct communication between the school and its recipients (students). With that in mind, please refrain from using it for any private communication.
2. Any third-party access or attempted access to this protected environment is an offence.
3. NO communication from the school can be shared over social media or used for any private purpose.
4. You are expected to maintain the privacy of the school's secured environment. Students found to be indulging in misuse or any violation are subject to disciplinary action.
5. **SECURITY:**
 - A secure password helps protect you from online pranks and cyber offences.
 - Do not share your password with anyone.
 - Passwords should be updated regularly and reset immediately if unauthorised access is suspected.
 - Take care when sharing information with others, especially personal identifiers, and alert your teacher(s) or school at any time you believe your information may have been compromised.
 - Always log out when you are finished using the system.

6. Section 66C of the Information Technology Act prescribes punishment for the unauthorized use of any other person's password.
7. As per Section 78 of BNS (Bharatiya Nyaya Sanhita) - Whoever, intending to insult the modesty of any woman, utters any word, makes any sound or gesture, or exhibits any object, intending that such word or sound shall be heard, or that such gesture or object shall be seen, by such woman, or intrudes upon the privacy of such woman, shall be liable for punishment.
8. Any form of defamation or intentional harm practised through social media forums such as Whatsapp / Facebook / Instagram etc.) will invite strict disciplinary action.
9. Parents and students at all grade levels using social media forums must at all times demonstrate respect for members of the school community (including all students and personnel).
- 10a. Photographing, videographing or recording any member of the school community is totally PROHIBITED. Students are not allowed to carry camera enabled mobile phones during school hours.
11. Parents and students must not breach confidentiality, defame or make threats to any member of the school community.

Instances of proven and intentional breach of the above guidelines will result in sanctions that may include Suspension from the school and in serious cases Expulsion.