Policy/Procedure Title	Guest Wireless Acceptable Use Policy
Review Cycle (*Please specify*)	Yearly
Responsible Department	IT Services
Procedure *Owner (*Overall responsibility*)	Head of IT Services
Responsible *Person (*if different to above*) *responsibility for communicating changes and staff training where appropriate	
Types of provision this procedure applies to: (*delete as appropriate*)	All staff and learners

Revision Record		
Rev. No.	Date of Issue	Details and purpose of Revision:
1	24/07/2023	Reviewed
2	14/08/2024	Reviewed
3	12/02/2026	Reviewed

Equality Impact Assessment

Whenever a policy is reviewed or changed, its impact assessment also must be updated. The Equality Act 2010 seeks to simplify discrimination law and introduced statutory duties to promote equality whereby The College of West Anglia must, in the exercise of its functions, pay due regard to the need to promote equality in relation to the protected characteristics.

Could any staff or students be adversely impacted by this policy/process? If yes give details and how this will be mitigated:

Date:	Action and Monitoring:

Purpose of document

The College assumes no responsibility for guest user equipment or data when connecting to this wireless network.

It is the sole responsibility of the wireless device owner/user to provide anti-virus protection and to configure their device settings to provide the appropriate security to control access from other wireless users and the Internet. The College will not take responsibility for damages incurred for incorrect, insufficient or incomplete security settings, or lack of adequate or up-to-date virus protection.

Guest wireless is a restricted service which is intended to provide access to public web sites only. Other web-based services and programs may not work due to filtering policies in place.

The College may routinely monitor information systems to assure the continued integrity and security of the IT network. You should also note that the College uses filtering software to endeavour to make sure that, wherever possible, unsuitable web sites are blocked and keeps a record of all internet sites accessed. Guest users shall indemnify the College against all claims, damages and other losses attributable to the guest user's access to the network.

Inappropriate use will be reported to the relevant authorities as required. Keep the password you have been issued secure and do not share it with anyone else.

The following list is not exhaustive but is to provide a framework for activities which fall into the category of unacceptable use. The following activities are strictly prohibited:

Accessing inappropriate or offensive Internet sites is strictly forbidden (this will include the accessing of gambling or betting sites). Users must also report any instances of access to pornography or other offensive sites on the Internet if they become aware of it.

Unauthorised copying of copyrighted material including digitisation and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music, and the installation or distribution of any copyrighted software.

Deliberate introduction of malicious programs into the network, fileservers or workstations (e.g. viruses, scanners, 'hacking' tools, password crackers, etc.); and effecting security breaches or disruptions of network communication. This includes accessing data of which you are not an intended recipient, logging into a server or account that you are not expressly authorised to access, using network scanning software to probe other devices connected to the network or carrying out activities that consume excessive amounts of bandwidth.

Note this is an unsecured wireless network and is open to interception by other wireless users.

Usage of the guest wireless network is entirely at the risk of the user. By connecting to this network, you agree to comply with the terms detailed above.