



St. Arnaud Secondary College

Computer and Internet Acceptable use policy

The school provides a range of Information and Communication Technology (ICT) equipment so that students and staff have access to computers, curriculum products, online information and communication applications as a routine part of the school's program. Social media sites are not available for student use at school.

The school has an ongoing multi stage plan to provide appropriate ICT equipment for students and staff.

All members of the school have the right to use ICT equipment for appropriate educational purposes. However, in return, individuals must share the responsibility for the care of these resources.

In some circumstances students may use their own ICT equipment at school for educational purposes. This student owned equipment and its use is also covered by this agreement as well as school owned equipment.

CHILD SAFETY

STASC is fully aware of its responsibilities under the **Child Safe Standards** – Ministerial Order 870 - effective from August 1 2016 and will take all necessary steps to ensure the safety of children.

LEARNING TECHNOLOGY EQUIPMENT USE AGREEMENT

As a student of St Arnaud Secondary College I agree to;

- share responsibility for the careful use of all ICT equipment,
- use all ICT equipment only for appropriate educational purposes,
- follow the guidelines for the use of all ICT equipment,
- not participate in any form of cyber-bullying of any person at all,
- be subject to disciplinary action should I use any equipment in a manner, or for any purposes, other than those agreed to above in 1-4.
- to have access to the College network all computers will have installed LanSchool software on the hard drive.

Note. Disciplinary action will be consistent with the schools Discipline plan. As part of the disciplinary action, I understand that I may be restricted in the use of, or be required to forfeit my right to use the ICT equipment at school for some period of time. (this may be days, weeks or months). I further understand that any involvement in cyberbullying may result in civil or criminal action being brought against me.

STASC is committed to child safety

GUIDELINES FOR THE USE OF LEARNING TECHNOLOGY EQUIPMENT

COMPUTERS AND DIRECT ATTACHMENTS

- a. These items are to be used only for appropriate educational purposes.
- b. Changing settings on computers is forbidden.
- c. Unauthorized software of any sort is not to be accessed by, or, installed on any part of a computer system.
- d. Back up devices such as 'USB storage keys' must be in good order and kept in a clean dust free container.
- e. Food and drink must not be taken into any designated computer room, nor consumed near any computer equipment.
- f. The use of ICT equipment to tease, harass, offend or bully any person in any way is strictly prohibited. This includes anything that may be considered racist, sexist, pornographic, or in any other way discriminatory or offensive.

THE INTERNET (including all forms of social media accessed by computer, phones, tablets, or any other device)

- a. The Internet is to be used for educational purposes directly related to school work.
- b. Internet research use should be organized and effective in terms of time and cost.
- c. The accessing of any site, that may be considered racist, sexist, pornographic, or in any other way discriminatory, or offensive, is strictly prohibited.
- d. The use of Internet to tease, harass, offend or bully any person in any way is strictly prohibited. This includes anything that may be considered racist, sexist, pornographic, or in any other way discriminatory or offensive.
- e. The publishing of any material, in either soft or hard copy form, to tease, harass, offend or bully any person in any way is strictly prohibited. This includes anything that may be considered racist, sexist, pornographic, or in any other way discriminatory or offensive.

E-MAIL

- a. All e-mail must have a meaningful educational purpose directly related to school work.
- b. All e-mail use must be organized and effective in terms of time and cost.
- c. The use of e-mail to tease, harass, offend or bully any person in any way is strictly prohibited. This includes anything that may be considered racist, sexist, pornographic, or in any other way discriminatory or offensive.

This policy was ratified by School Council in 2021.

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St. Arnaud Secondary College

Computer, Internet, Mobile Phone Acceptable use policy

Please return this page to the Assistant Principal

I have read the '**Computer & Internet Acceptable Use Policy**' and understood the guidelines and the agreement. In signing the agreement I understand that I have the right to use the ICT equipment on the basis that I take on the responsibility to use the ICT equipment as agreed. In particular, I recognise that cyberbullying of any person, in any context, and by any means whatsoever, is absolutely prohibited.

I have read the '**Student Mobile Phone Policy**' and understand that mobile phones and smart watches (that have WiFi or cellular capability) must not be used at school during school hours. At the beginning of the day, any student who brings a mobile phone or smart watch to school will place the item/s in a secured storage container until the end of the day when students can collect them again.

Students Name (Print) _____ Year Level _____

Student Signature _____ Date _____

Parent / Guardian Name (Print) _____

Parent / Guardian _____ Date _____