Introduction

Flagstone State Community College provides ICT resources for educational purposes only that support and enhance learning. ICTs, in this instance, include computer hardware and software, printers, digital cameras, and a range of other technologies that make up the College's ICT network. The use of these resources is a privilege, not a right. Teachers will always exercise their duty of care; however, students must also be responsible for restricting themselves from inappropriate information. At all times students must act in line with the requirements of the Code of School behavior and the specific rules of the school.

What is acceptable/appropriate use/behaviour by a student?

It is acceptable for students to use school computers and network infrastructure for:
- assigned class work and assignments set by teachers;
- developing appropriate literacy, communication and information skills;
- authoring texts, artwork, audio and visual material for publication on the Intranet or Internet for educational purposes as supervised and approved by the school;
- conducting general research for school activities and projects;
- communicating or collaborating with other students, teachers, parents or experts in relation to school work;
- accessing online references such as dictionaries, encyclopedias, etc;
- researching and learning through the Department's e-learning environment.

It is the responsibility of the student to:
- maintain security of the network;
- act safely and appropriately when utilizing any ICT equipment (e.g. computers, software, hardware, digital cameras, video cameras etc);
- report any damage to computers immediately to teachers;
- report any websites or network content they feel is inappropriate.

What is unacceptable/inappropriate use/behaviour by a student?

It is unacceptable for students to:
- use the IT resources in an unlawful manner;
- download, distribute or publish offensive messages or pictures (e.g. pornographic or violent images);
- insult, harass or attack others or use obscene or abusive language;
- deliberately waste printing and Internet resources;
- use software or online facilities to bypass school proxies or network security policies;
- damage computers, printers or the network equipment;
- commit plagiarism or violate copyright laws;
- use unsupervised internet chat;
- use online e-mail services (e.g. hotmail, gmail etc);
- send chain letters or spam e-mail (junk mail);
- play unapproved games or online games;
- run software from a USB or install software on the network or any other network drive;
- use another student's or staff members’ username or password to access the school network;
- knowingly download viruses or any other programs capable of breaching the Department's network security.

Protecting your Password & Username

- Usernames and passwords are to be kept private by the student and not divulged to any other individual (e.g. a student should not share their username and password with fellow students).
- Students cannot use another student or staff member’s username or password to access the school’s network, including not trespassing in another person’s files, home drive or email.
- Additionally, students should not divulge personal information (e.g. name, parent’s name, address, phone numbers, date of birth etc), via the internet or e-mail, to unknown entities or for reasons other than to fulfill the educational program requirements of the school.
- Any student who gives their password to another person, knowingly or otherwise, will lose network privileges and incur consequences outlined in the College Behaviour Plan.
- Students and parents are to employ caution with the use of mobile devices e.g. USBs, particularly as these devices can store significant numbers and sizes of files some of which may be unacceptable at school e.g. games and "exe" files which may contain viruses.
- Please note that personal files on USBs may be deleted by the Department’s malware protection.

Monitoring

- All network use, including use of the Internet, Intranet and email is monitored and recorded.
- The College uses various pieces of software (including AB Tutor) to monitor student activities on the network & Internet whilst at school.
- Takehome laptop programme students are monitored on the Internet via EQ filtering software and Netbox Blue whilst at home.
Consequences of Improper Use

- Users violating the rules indicated in the Acceptable Use Policy are subject to loss of network privileges and consequences under the College Behaviour Plan (see Student Handbook).

Agreement

I have read and understood the Acceptable Use Policy. Students and their parents should:

- Abide by the conditions outlined in this document;
- Understand the responsibility and behavior requirements (outlined above) that come with accessing the school’s ICT and network facilities;
- Ensure they have the skills to report and discontinue access to harmful information if presented via the Internet or email;
- Be aware that:
  - Access to ICT facilities provides valuable learning experiences for students and supports the school’s teaching and learning programs;
  - ICT facilities should be used appropriately as outlined in this document and the Code of School Behaviour;
  - The Principal may determine that student privately owned devices may not be used at the school;
  - Students who use the school’s ICT facilities in a manner which is not appropriate will be subject to disciplinary action by the school, including loss of access privileges or appropriate legal action;
  - Despite departmental systems to manage all access to information on the Internet, illegal, dangerous or offensive information may be access or accidently displayed;
  - Teachers will always exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.

Student Name: _______________________________ Student Signature: ____________________________________________

Parent/Guardian Name: ________________________ Parent/Guardian Signature: _____________________________________

Enrolment Officer: ____________________________ Date: ________________________________________________________

Year Level 2013: ______________________________

CONSENT TO USE COPYRIGHT MATERIALS, IMAGE RECORDING OR NAME

Please complete the following statement allowing your child’s photographic image to be used for public relations or promotional purposes, including use on the Flagstone State Community College Internet site.

I/We _________________________ parent of ___________________________ hereby (Please circle) give permission / do not give permission for our child’s photographic image to be used for the purposes of public relations or promotional purposes. I/We understand that wherever possible, parents will be contacted prior to any media release.

Parent/Guardian Signature: ______________________________ Date: ______________________________