



Sacred Heart College

Information Technology

"Acceptable Use Agreement"

OVERVIEW

- Through the Internet, staff and students are able to access information from around the world and bring it to their school computer via this electronic highway.
- The global nature of the Internet means that it is not possible to control all available material, and a user may discover controversial information. Sacred Heart College firmly believes that the valuable information and interaction available on this world-wide network far outweighs the possibility that users may obtain material that is not consistent with the desired learning outcomes sought at Sacred Heart College.
- Access to the Internet is a privilege and not a right. It is made available only so long as the users abide by the Acceptable Use Agreement. Inappropriate use will lead to suspension of user privileges.
- Sacred Heart College will ensure that adequate supervision is provided when students are accessing the Internet on site.
- By signing the registration form Sacred Heart College Internet users agree to abide by the terms and conditions of use set down by the College as outlined below:

GUIDELINES FOR ACCEPTABLE USE

Successful operation of the Internet requires that users regard it as a shared resource. It is important that users conduct themselves in a responsible manner while using the Internet. Breaching one of the guidelines listed below may lead to suspension or termination of access privileges.

- The Internet at Sacred Heart College is to be used for educational and/or research purposes.
- When interacting on the Internet, you are expected to behave as you would in any situation where you represent your school.

TERMS AND CONDITIONS

- Illegal activities are strictly forbidden. Messages relating to or in support of illegal activities may be reported to the authorities.
- Swearing, vulgar language and other inappropriate language are not permitted
- Hate mail, harassment, discriminatory remarks and other anti-social behaviour are prohibited on the network. Therefore, any messages should not contain profanity, obscene comments, sexually explicit material and expressions of bigotry or hate.
- Students may not reveal personal addresses, phone numbers or passwords of students, teachers, administrators or other staff of Sacred Heart College, including their own.
- Student subscriptions to electronic mailing lists are not allowed.

- Note that electronic mail and Internet use are not guaranteed to be private. All Internet use can be monitored and automatically logged.
- Downloading of information onto the user's personal network disk is allowed.
- **Security**
Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet or in the College network, you must notify a supervisor or the Principal. Do not demonstrate the problem to other users. Users shall not intentionally seek information on, obtain copies of, or modify files, other data or passwords belonging to other users, or misrepresent other users on the network. Attempts to gain unauthorised access to system programs or to computer equipment will result in cancellation of user privileges. Any user identified as a security risk or as having a history of problems with other computer systems may be denied access to school computers.
- **Vandalism**
Vandalism will result in cancellation of privileges as well as warrant other sanctions cited in the College rules. Vandalism is defined as any malicious attempt to harm, modify or destroy computer hardware, data of another user, the Internet, or any associated networks. This includes, but is not limited to, the uploading or creation of computer viruses.
- Sacred Heart College Staff and Principal will deem what is inappropriate use. They may request the suspension or termination of computer use and instigate further disciplinary action against any user who violates these acceptable use practices.
- Students may not download files or attachments or install any unauthorised software except by prior arrangement with the System Administrator.
- All communications and information accessible via the network should be assumed to be private property i.e. copyrighted.
- Information (including text, graphics, video, audio etc) from Internet sources used in student assignments and reports should be cited in the same way as references to printed materials.
- Sacred Heart College specifically denies any responsibility for the accuracy or quality of information obtained through the Internet.
- Sacred Heart College will not accept liability for any damages suffered. This includes loss of data resulting from delays, non-deliveries, mid-deliveries, service interruptions, viruses, malicious software or system failures.
- Use of the Internet must be under the supervision of an appointed supervisor at all times. In the Library, use of the Internet will be for research only.

CELLPHONE USE:

- Sacred Heart College students are allowed to bring cellphones to the school. However students are not permitted to use cellphones during classes.
- Students are not to use cellphones in an irresponsible manner. E.g. Capture and storage of inappropriate images, hate mail, harassment, discriminatory remarks and other anti-social behaviour are prohibited. Therefore, any messages should not contain profanity, obscene comments, sexually explicit material and expressions of bigotry or hate.

Sacred Heart College Information Technology
Access Acceptable Use Agreement

*(Completion of this form is a requirement of the Application Process but does not
 guarantee a confirmed place)*

To be read and signed by both student and parent/s/guardian.

STUDENT

I understand and will abide by the above Acceptable Use Agreement. I further understand that any violation of the regulations above is unethical and may constitute a criminal offence. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be instituted.

_____ Student name (please print)

Year/Class _____

_____ Student signature

Date _____

PARENT OR GUARDIAN

As the parent or guardian of this student, I have read the Acceptable Use Agreement. I understand that this access is designed for educational purposes and that students working on the Internet will be supervised by College staff. I recognise it is impossible for Sacred Heart College to restrict access to all controversial materials, and I will not hold the school (or any of its personnel) responsible for materials acquired on the network. Further, I accept responsibility for supervision if and when my child's use of downloaded material is not in a school setting. I hereby give my permission to allow Internet access for my child.

_____ Parent or Guardian name
 (please print)

_____ Parent or Guardian signature

Date _____

<p>This form must be read, signed and returned. It will be recorded on the College database and kept on file in the College Records Room. If posting to the College, please return this form marked: Attention – Mrs Kathy Smith</p>
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