



2008 ELECTRONIC SERVICES ACCEPTABLE STUDENT USAGE AGREEMENT Policy

Purpose:

Epping Views Primary School offers students the opportunity to access computer resources, the Internet and other Online services as part of the school curriculum. Students will be assisted to develop the skills they need to find and select useful information and to decide how valuable the information is for their purpose. They will also be taught how to use the Internet and how they should behave when using it.

Guidelines:

The following guidelines apply to all students using the network and accessing resources through the schools online network.

- All users must login and logout correctly using their own name and password once they have been issued with one.
- Students must NOT attempt to find out or give away another person's password, nor give away their own password. Trespassing in other's folders or files is not permitted.
- All hardware and software is to be used for school work only. No hardware and software is to be tampered with. Students may only access applications available from the school menu system.
- All users must behave in a proper way when using the Internet and must not give other people any information about themselves, **except with permission from a staff member**. This is both a safety and privacy issue.
- The Internet is to be used for school work only.
- In their school work, students must say where they found any information they use from the Internet or other online sources (Author, date and URL).
- If students think there is something they have read or seen on the Internet which is not acceptable, they must tell their teacher immediately. The problem must not be demonstrated to other users. Downloading material that is drug-related, pornographic, of a violent nature or detrimental to the school is not permitted.
- Publishing of unauthorised material that identifies or depicts Epping Views Primary School students, staff or activities, or reflects badly on the School's image and reputation is not permitted.
- Use of the Internet for any activity involving bullying, discrimination, harassment or breach of privacy will be dealt with accordingly.

- Games are not to be used on any computer unless approved by the school. (Downloading copyrighted games could result in legal proceedings.)
- No food or drink is to be consumed in any computer area.
- Students must obey any new rules made through the year.

Students should be aware that it is possible for us to trace unacceptable activity on the network to a particular student/computer.

Network storage areas may be accessed by network administrators to review files and communications, maintain system integrity and ensure that users are using the systems responsibly. Users should not expect that files stored on the system will always be private.

Breaches of this agreement will be treated seriously. Any student who does not follow these rules will be reported to the Principal. A result of breaking the rules may be that the student will not be allowed to use the schools computer system for a nominated time, temporary withdrawal from school, expulsion or involvement of law enforcement.

This policy will be reviewed as part of the school's four-year review cycle.

This policy was last ratified by School Council in....

March 2008