

# *Cyber Safety Acceptable Use - Student Agreement*

Please retain the first two pages for future reference. The third page is to be signed and returned to your tutor teacher.

## **I understand that:**

- ∂ I cannot use the internet or email at school without signing and handing in the attached Acceptable Use Agreement.
- ∂ Computers and other communication equipment that belongs to Southland Girls' High School is intended for educational purposes. Any other communication technology equipment that I use within the school environment (e.g. memory stick, digital camera) will be used in accordance with the school regulations.
- ∂ I will never under any circumstances, share my username and password with another student.
- ∂ I will never attempt to use another student's user name or password to access the internet or intranet. This is identity theft and will be dealt with seriously
- ∂ When using an information system such as the internet it may not always be possible for the school to filter or screen all material which is inappropriate, (e.g. pornography), dangerous, (e.g. bomb designs), or illegal, (e.g. stolen credit card numbers). It is therefore each student's responsibility not to access or distribute by copying, printing, and storing such material, or have any involvement with such activity.
- ∂ When using school email facilities, this is each student's responsibility to ensure that any electronic correspondence will not cause offence or be otherwise inappropriate. This includes bulk emailing known as 'spamming'.
- ∂ The school will view seriously involvement in any incident in which communication technologies are used to facilitate misconduct e.g. harassment, bullying, plagiarism, exam cheating etc.
- ∂ The school reserves the right to check at any time, work, files or data related to information technologies within the school environment.

## **I will take care of our school's technology resources:**

- ∂ I will not damage computer equipment or furniture and will use the resources with due care.
- ∂ I will not use any school computers for arcade style games.
- ∂ I will not attempt to breach copyright (by illegally copying software)
- ∂ I will not bring software from home to use on school computers.
- ∂ I will not plagiarise by illegally including text without referencing the source.

**I will be considerate to other users, particularly;**

- ∂ I will not alter any of the settings on the school computers.
- ∂ I will not intentionally disrupt the smooth running of any computer or the network.
- ∂ I will not scan or display graphics, record or play sounds, or type messages that could cause offence to others.
- ∂ If I accidentally encounter inappropriate, dangerous or illegal material I will immediately remove it from the screen and notify a supervising teacher without disclosing the material to any other student.

**I will respect the need for privacy and security, including;**

- ∂ I will not reveal home addresses, credit card numbers, or phone numbers, (mine or anyone else's) in cyberspace.
- ∂ I will not attempt to gain access to any part of the network other than my own storage area or drive.
- ∂ I will not attempt to upload or create computer viruses or be involved with other forms of electronic vandalism.
- ∂ I will immediately report any cyber safety problems to a class teacher or head of department.

**Publishing of student work or images online**

The school may publish my work or images of students on our intranet or internet site. Students will only be identified by first name and or class grouping. No other personal information will be published. Parents may request that web publishing not occur by contacting the Intranet Manager.

**I accept that:**

Breaching this agreement (or any involvement in such breach) may result in my access to the computing and communication technology resources at school being withdrawn, which could make me ineligible to continue studying a particular subject. I also understand that it could result in disciplinary action by the school or a police investigation.

**In all cases the Principal will be the final arbitrator of what constitutes acceptable use.**

*Southland Girls' High School Computing / Cyber Safety*  
*Student Use Agreement*

**Student:**

I understand and will abide by the conditions and rules set out in the school's Acceptable Use Agreement. I further understand that there may be consequences (including the possible loss of access and even disciplinary action) if I should commit any breaches of these conditions. This agreement will remain in force from the time of enrolment until the student leaves school.

Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Parents or Guardian:**

**General use of computing / communication technology resources:**

As the parent or guardian of this student, I have read the acceptable use agreement. I believe my child has read the document and understands her obligations. I understand that the computer resources at Southland Girls' High School are designed for educational purposes and that breach of any of the rules and conditions set out in this agreement can lead to loss of privileges or disciplinary action. I understand if my child steals or damages equipment this could result in a bill for the cost of replacement parts or repairs. I also understand that this agreement applies to technologies my child brings into the school environment.

**Access to Cyberspace:**

As the parent or guardian of this student, I understand that it may not be possible for the school to fully restrict exposure to inappropriate material in cyberspace, accessed through such means as the internet, email or text messaging. I also understand that while the school will take appropriate measures to limit access to illegal, dangerous, or inappropriate material, ultimately it is each student's responsibility not to initiate access to or have any involvement with such material.

I hereby give permission for \_\_\_\_\_ to be given access to computing and communication technologies such as the internet.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent / Guardian Signature