



GLENEAGLES SECONDARY COLLEGE

ACCEPTABLE USE OF TECHNOLOGY AGREEMENT

Why have an Agreement?

At Gleneagles Secondary College we are striving to develop a learning community of students, staff and parents.

Our technology programs, particularly those involving computers, provide students, teachers and educational support staff with powerful tools that expand learning opportunities.

At Gleneagles, community members may use a variety of available technologies for appropriate personal use outside the classroom, although their primary purpose is to support learning.

With these opportunities comes responsibility for all members of our community to interact with technologies in a way that is consistent with our school values. All members of the Gleneagles community are expected to show respect and sound judgment whenever they interact with technologies. Any actions which conflict with our core values – particularly those which harass, denigrate or defame other people – are a breach of this Agreement.

Who and what does this Agreement apply to?

In this Agreement, the term “user” or “community member” refers to any person (including students, teachers, educational support staff and visitors) who access the College network or use technologies provided by the College. The Agreement also applies to the use of any technology in connection with the College.

I agree that, whenever I use technologies as a member of the Gleneagles community:

1. I will follow published Gleneagles guidelines for the responsible use of technologies.
2. I will give due consideration to the dignity, feelings, and wellbeing of others in all of my electronic communications.
3. I understand that the transmission or possession of offensive, inappropriate or objectionable material, including material infringing racial, sexual discrimination and harassment policies is against the law and accordingly I will not transmit or possess such material.
4. I will talk to a teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour.
5. I will protect my privacy rights and those of other students by not giving out personal details including full names,
6. telephone numbers, addresses and images.
7. I will not bring or download unauthorized programs to the College or run them on College computers.
8. I am responsible for all actions taken using my user account.
9. I understand that my network account (user name and password) identifies me and that all communications (both internal and external) may be monitored.
10. I understand that the College reserves the right to modify or erase any or all data/software that is contained on any device that accesses the College network.
11. I will ensure my username and password are secure and I will change my password regularly. I will not fraudulently use another person’s user name or password.
12. I will not damage computer equipment or furniture and will use the resources with due care.

13. I will not plagiarise content by illegally copying text without referencing the source.
14. If I accidentally encounter inappropriate, dangerous or illegal material I will immediately turn off the screen and notify a supervising teacher without disclosing the material to any other student.
15. I will not attempt to access or monitor information on any of the College's servers or any other person's computer without express permission to do so.
16. I will not attempt to gain Administrator access to any device that has access to the College network without express permission from the Assistant Principal or IT Administrators.
17. I will abide by the CyberSafety policy as it applies to technologies and I understand that all cyber-bullying (such as that involving mobile phones, PDAs, email, online chat, social networks, blogs and websites) constitute a serious breach of this agreement.
18. I will not film, photograph or otherwise record a member of the Gleneagles community, whether student, staff, parent or visitor, without written permission unless I have been authorized to do so as part of a properly conducted Gleneagles program.
19. I will not share, publish or post film, photographs or other recordings without written permission from those depicted and/or their legal guardians.
20. I will not create, copy or post a virus or malware/spyware, or attempt to damage the network in any way.
21. I will not use the Gleneagles network for any commercial purpose without express permission to do so.
22. I will not violate copyright laws.
23. I will not use the Internet for gambling or illegal activities.
24. At school, I will only access the Internet via the Gleneagles network.
25. If I require the use of a loan computer from the school fleet I acknowledge that if the computer is damaged whilst in my care an insurance excess fee of \$100 inc GST will be applicable to conduct the necessary repairs, following assessment of the damage by Gleneagles IT staff.
26. I acknowledge that available technologies may be used for appropriate personal use outside the classroom but that their primary purpose is to support learning. As such, I will not use the available technologies to play games.
27. I will not use a mobile phone, ipod or any other portable electronic device in the classroom, or take such a device into the classroom so that it is visible or audible, without the explicit permission of my teacher.
28. I will only make or answer mobile telephone calls and messages outside of lesson times, except for approved learning purposes.

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricular activities.

I accept that:

Breaching this Agreement (or any involvement in such a breach) may result in my access to technology resources at Gleneagles being withdrawn, which could make me ineligible to continue studying a particular subject. I also understand it could result in disciplinary action by the College.

I have read the Acceptable Use of Technology Agreement carefully and I understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked

Student Name:

Form: Student Signature:

Parent Signature:

Date:

If you have any concerns about this Agreement, please contact Mrs Heather Carver on 9708 1319 or via carver.heather.hj@edumail.vic.gov.au

Further support with online issues can be found at <http://www.cybersmart.gov.au/report.aspx>