

STUDENT ACCEPTABLE USE OF TECHNOLOGY DEVICES **AGREEMENT**

All students at Calvary Christian College have the right and responsibility to utilise Information Communication Technology services and technology devices as essential teaching, learning and business tools. Calvary Christian College expects this technology to be utilised to its full capacity to provide the most valuable learning and teaching environment to the benefit of all. Calvary Christian College also expects students to demonstrate acceptable use via safe, lawful and ethical behaviour whenever using ICT services.

Calvary Christian College is committed to the fair and safe management of College owned and privately owned student electronic devices so that the benefits of this technology can be enjoyed by students. Calvary Christian College requires students to display courtesy, consideration and respect for others whenever they are using an electronic device. The use of electronic devices must not disrupt others or the normal routine or running of the school.

Upon entering the College at Calvary we ask all students and parents to sign *this 'Student Acceptable Use of ICT Services and Technology Devices Agreement'* to acknowledge understanding of our expectations in regards to use of ICT services and technology devices at the College. Unfortunately failure to sign and submit this Contract will result in students not being granted network access or access to technological equipment while at the College.

STUDENT AGREEMENT

STUDENT NAME: _____

As a Student at Calvary Christian College, I agree to use all technology in a responsible and respectful manner so as to consistently reflect the College Values – Excellence, Perseverance, Humility, Faithfulness and Generosity.

I am responsible for using technology safely and therefore I will:

- use technology safely by handling devices with care.
- only use my school email account at school and for school use at home.
- immediately tell a teacher if I see any unacceptable material on a school device and will not show this content to other students.
- not allow anyone else to use my account or give out my account password.

I am responsible for using technology respectfully and therefore I will:

- not alter any settings on the device unless directed by my teacher.
- treat my personal device, school devices and other students' devices with respect at all times.
- not send anonymous or falsely addressed emails or messages.
- act responsibly when emailing. I will not send, forward or share any emails, messages or communications to bully, frighten, annoy or upset anyone.
- report any problems I may become aware of, including damage to devices and any obscene or offensive material I encounter.
- understand that the College IT Department can view and monitor my school communications, messages or emails (including emails I have deleted) at any time, and will share this information with the relevant teachers, Year Coordinators or Assistant Director/Director of College if required.

I am responsible for using technology as a learning tool and therefore I will:



- understand that the use of technology is a privilege for learning purposes.
- follow teacher direction and use devices, applications and Internet only when instructed or for approved Extra-Curricular activities.
- only use the school email for appropriate messages and educational activities.
- use the College network for school work and files only.
- use my personal device for study, assessment and homework during break times in supervised areas.
- use the College or personal devices at school for personal use only when given permission and supervised by College Staff.
- provide my own USB/storage device as a back-up to storage on the College network.
- observe all copyright laws, including those relating to computer software, music, movies, pictures and other intellectual property.
- be courteous in any cyber-communication I may have with others.
- be considerate when printing and only print hard copies when necessary.

I understand that the following are considered unacceptable uses of technology at Calvary:

- Attempting to retrieve, view or disseminate any obscene, offensive, pornographic or illegal material, or any other content prohibited by the College (including spam, chain letters or other mass solicited mailings).
- Damaging or vandalising College or personally owned computers, or computer systems, the computer network or other technological equipment supplied by the College.
- Sending offensive, racist or sexist messages.
- Misrepresenting or bringing into disrepute Calvary Christian College or its Christian values, in any way whatsoever.
- Allowing anyone else to use my account or giving my password to anyone else.
- Using another student's account or tampering with another student's account in any way.
- Tampering with the system in any way or intentionally wasting technological resources.
- Using personal devices during morning tea and lunch breaks without the permission of College Staff or in the designated area (supervised IT Room at Lunch).
- Attempting to circumvent the College's network security and/or filtering systems.
- Capturing or distributing pictures or videos of other students or any staff member without their permission.

I understand that personal devices such as laptops, iPads and mobile phones may be brought to the College at the discretion of my parents:

- Laptops and iPads:
 - ➔ These devices may be used in classes at the discretion of each teacher.
 - ➔ These devices may only be used during break times in the designated and supervised IT Room.
- Mobile Phones:
 - ➔ Mobile Phones are not to be used by students between 8:30am and 3:00pm.
 - ➔ Mobile Phones should be kept secure in bags or lockers at all times.
 - ➔ For Secondary Students, necessary phone calls on Mobile Phones may be made outside the Secondary Office with permission from Administration Staff.
- Consequences will be given to students who choose not to comply with expectations regarding personal devices.
- The College will not accept responsibility for the loss, damage or theft of personal devices.

I understand that I will receive consequences from the College, in accordance with the Code of Conduct, should I choose to use technology at the College in an inappropriate manner.

STUDENT SIGNATURE: _____ DATE: _____

PARENT AGREEMENT

As parent of the above named student, I have read the Student Acceptable Use of Technology Agreement Policy governing the use of technology at Calvary Christian College and I agree to support the College in enforcing the rules therein, which may result in disciplinary action.

I realise that, while every effort will be made by the College, no absolute guarantee is given that my child will not encounter offensive material. I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information must depend finally upon responsible use by students.

I acknowledge that the College will not be held responsible for any damage caused to BYO Devices and that this is the individual student's responsibility. Outside of the College families bear the responsibility of guidance with information sources such as television, radio, telephone, movies, internet, email and other potentially offensive media.

I give permission for my child to be given access to technology at Calvary Christian College. I believe that he/she understands this responsibility.

Parent/s or Caregiver/s Name: _____

Signed: _____ Date: _____