



NORTH ALBANY SENIOR HIGH SCHOOL

Care and Diligence

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ACCEPTABLE USAGE AGREEMENT 2017

Dear Student/Parent/Guardian

North Albany Senior High School has an Acceptable Usage Agreement (AUA) for all technology. The purpose of this policy is to help us provide a safe environment for all NASHS students.

If students wish to use the online services at NASHS the attached form must be completed. Please read the agreement below and return the completed AUA form to NASHS with other 2017 enrolment material. This policy includes but is not limited to devices such as, mobile phones, usb sticks, thumb drives, i-pods, mp3 players, game consoles, Bluetooth, PDA's, and laptop and notebook computers. The School takes no responsibility for the security of personal electronic devices.

If you agree to your son or daughter making use of these online services at school, please complete the permission slip attached to this letter. You will also need to ensure that your son or daughter reads and understands the Acceptable Usage Agreement, before the permission slip is signed.

BYOD, Bring Your Own Device. Students who wish to bring their own device for Educational purposes may do so. Prior to this they will need to complete an additional 'Memorandum of Agreement' relating to its use. All devices will need to be approved for connection to the school wireless by the ICT Coordinator and Technician. Due to the range and variety of devices on the market there are no guarantees any individual device will work on the NASHS DoE wireless network.

You should also be aware that general internet browsing that your child undertakes from home, from locations other than school, or other devices is **not** monitored or filtered by the Department.

ACCEPTABLE USAGE AGREEMENT FOR ONLINE SERVICES AND PRIVATE DEVICES AT NORTH ALBANY SHS

If you use the online services of the Department of Education, or use/bring private electronic devices at North Albany Senior High School, you must agree to the following:

- I will not reveal personal information, including names, addresses, photographs, credit card details and telephone numbers of myself or others.
- I will not give anyone my password.
- I will not let others use my online services account unless it is part of collaborative group work in my presence and with the teacher's permission.
- I will not access other people's online services accounts or private electronic devices.

- I understand that, pending investigation, I am responsible for all activity in my online services account and private electronic devices.
- I will tell my teacher if I think someone has interfered with, or is using my online services account or private electronic device.
- I understand that the school and the Department of Education may monitor any information sent or received and can trace activity to the online services accounts of specific users.
- If I find any information that is inappropriate or makes me feel uncomfortable I will tell a teacher about it. Examples of inappropriate content include violent, racist, sexist, or pornographic materials; other examples are content that is offensive, disturbing or intimidating or that encourages dangerous or illegal activity.
- I will not attempt to access inappropriate material online or on private electronic devices or try to access websites that have been blocked by the school or the Department of Education.
- I will not use or distribute material from another source unless authorised to do so by the copyright owner.
- I will make sure that any email, phone text or electronic communication that I send, or any work that I wish to have published is appropriately written.
- I will follow the instructions of teachers and, in class, only use online services and private electronic devices for purposes which support my learning and educational research.
- I will use context appropriate language in all communications. I will not use obscene language.
- I will not use the Department's online services or private electronic devices for personal gain or illegal activity, to bully, harass, offend or intimidate others or to send inappropriate materials, including software that may damage computers, data or networks.
- I will not damage or disable the computers, computer systems or computer networks of the school, the WA Department of Education or any other organisation.
- I understand that if any private device that I have is used inappropriately or deemed to contain inappropriate material it may be confiscated. In such circumstances the parent will be contacted and the device will need to be collected by them.
- I understand that if I use my phone in class it may be confiscated: the issue will then be subject to the school's Behaviour Management policy. It may be returned at the end of the period or day, or collected from the ICT coordinator or a Deputy Principal. (NB The Director General of Education has directed that "*all student mobile phones are to be switched off and not used in classrooms*".)

If you have any questions about the policy or the use of Information and Communication Technologies at NASHS please contact Sunny Surath, ICT Coordinator, on 9892 0704.

NORTH ALBANY SENIOR HIGH SCHOOL

ACCEPTABLE USAGE AGREEMENT FORM 2017

PERMISSION FOR STUDENTS TO HAVE AN ONLINE SERVICES ACCOUNT AND USE/BRING PRIVATE ELECTRONIC DEVICES AT NORTH ALBANY SENIOR HIGH SCHOOL

(Please write the name using one capital letter per box)

Student's first name

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Student's last name

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Student's preferred name

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School

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Year Group

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Parents / responsible persons

Do you give permission for your child to have an online services account? **Yes / No** (circle one)

I agree to and understand the responsibilities my child has using the online services provided at school for educational purposes in accordance with the Acceptable Usage Agreement for school students. I also understand that if my child breaks any of the rules in the agreement, that the principal may take disciplinary action as provided in policies of the school or the Department of Education.

Name of parent or responsible person: _____

Signature of parent or responsible person: _____ **Date:** _____

Note: while every reasonable effort is made by schools and the Department of Education to prevent student exposure to inappropriate online content when using the Department's Online Services, it is not possible to completely eliminate the risk of such exposure. The Department cannot filter internet content accessed by your child from home or from other locations away from school. The Department recommends the use of appropriate internet filtering software.

Students

I agree to abide by the Acceptable Usage Agreement for school students.
I understand that if I am given an online services account and break any of the rules in the agreement, it may result in disciplinary action, determined by the principal in accordance with the school's student welfare and discipline policies.

Name of student: _____

Signature of student: _____ **Date:** _____

Office use only: Date processed: / / Processed by (initials):