

# ICT Acceptable Use Resources Policy

# Policy

Students at Mount Waverley Secondary College, who use college-owned and privately owned computer devices; access the college network; use college internet; use college email must agree (along with 1 3h0Tf 1 0 0 1 56.76 619.



- e) Understanding that I am allocated a set amount of printing and internet credit which I am required to manage for the year (extra print credit can be purchased from the Accounts Office)
- f) Understanding that I may be electronically monitored while using computers, images are directly saved to hard drives and will be viewed by authorised staff when the misuse of the ICT facilities has occurred.
- f) Agreeing I may use the internet out of class time (lunchtime and after school) provided a teacher has given permission to do so and the use is supervised by the teacher. Students using the Resource Centre or VCE Centre must seek permission from staff in those areas.
- g) Downloading only files and material which are of educational value and relevance.
- h) Understanding that email must be used for educational purposes. All email communications should be stored in line with DET polices and may be accessed by school management.

#### Conditions of use for college-owned devices

Parents/ carers and students should be aware that files stored on a collegeserver, are not private.

Any problems, vandalism, damage, loss or theft of the device must be reported immediately to the college. In the case of suspected theft of a college-owned device that has been loaned, a police report must be made by the family and a copy of the report provided to the school. In the case of loss or accidental damage, a statement should be signed by a parent/carer and provided to the school.

insurance arrangements, the principal may determine that the student will pay the costs of repairing the damage or if necessary the costs of replacing the borrowed college-owned device. The student is responsible for:

device, both at home and school.

## Conditions of use for privately-owned devices

i. The student must bring portable devices fully-charged to school every day. There is a limited opportunity to



Video conferences and web conferences.

This Acceptable Use Agreement applies when I am using any of the above digital technologies at school, at home, during school excursions, camps and extra-curricular activities.

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement. I understand that there are actions and consequences established within the

### Review Cycle

This policy was last updated in July 2021 and is scheduled for review in July 2024.