



St Dominic's Priory College

ICT Acceptance Use Policy

While students tend to adopt new technologies quickly, many do not have the experience or knowledge to understand the potential risks. Parents, educators, and community members must encourage students to take advantage of the Internet's benefits while reducing its risks.

For this reason acceptable use policies must regularly be revised to address the major issues regarding appropriate and effective use of the Internet and ICT's — safety, security, and ethics.

Students are encouraged to use the technology at St Dominic's in a safe and responsible manner to support their learning. It is not provided as a recreational environment or as a means to socialise with others. Regardless of the device used students must exhibit acceptable behaviour when at school, school-related events or accessing the school network from home.

Personal Safety

- Students are not to share or publish personal information about themselves or others. This includes names, addresses, phone numbers, school addresses and photos of any student or staff member without express permission from the principal.
- All forms of on-line communication can hold potential dangers. Students are not to use any social networking sites at school or school-related events unless it relates to a topic of study organised and actively supervised by a teacher.
- Students will promptly disclose to a teacher any message received that is inappropriate or makes the student feel uncomfortable. Cyber-bullying of any form is considered a serious breach of conduct and will be dealt with accordingly.
- The internet is for study purposes only. All internet use is monitored and the access of inappropriate websites will lead to the loss of this resource.

Security

- Students are responsible for their individual accounts and should take precautions to prevent others from being able to use them. Under no conditions should students provide their password to others.
- Software is available for students to use on computers. No student may install, upload or download software without permission.
- Students are provided with secure storage areas on the network to save and store appropriate work files. This area is to be managed by students and will be subject to regular monitoring.

Ethics

- Students will not plagiarize works found on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were the students own work.
- Students will use all and handle all technology devices with respect. Report all hardware faults and damage to your teacher immediately
- Students will be provided with email accounts when required. Students are not to establish or access web-based e-mail accounts (Hotmail, etc). School email accounts must be used appropriately for study purposes.

Infringement of any of the above rules, or other inappropriate behaviour will result in the withdrawal of access and use of ICT privileges