

## *Student Information Technology Usage Policy*

At Dominic College, we aim to ensure that all students have access to a wide range of Information Technology resources and facilities, and become competent and knowledgeable in the use of these technologies. The purpose of this policy is to outline the cooperative behaviour that the College expects from each and every student who wishes to use the various technologies provided by the College. This policy applies to all students and therefore it is expected that all students and their Parent/Guardian understand and comply with it. Access to College provided technologies cannot be granted if both the Student and the Parent/Guardian are unwilling to comply with this policy.

Breaching this policy may result in student access to information technology resources being taken away either temporarily or permanently depending on the seriousness of the offence.

### STUDENT LAPTOPS:

- The College reserves the right of control of all Information Technology resources.
- Material that may be considered offensive to others must not be displayed on College facilities.
- The abuse, misuse of, or damage to resources or facilities, must be immediately reported to staff by students.
- Misuse, abuse or damage are considered serious breaches of the responsible use of information technology.
- Parents may be asked to contribute towards the cost of repairs to devices which become damaged while in the care of Students.
- Devices being used as part of the Individual Computing Program may need to be returned to E-Learning for service during Term Breaks.
- Food and beverages should not be consumed while resources or facilities are being used.

### STUDENT RESPONSIBILITIES:

- Students are to abide by the law and observe all aspects of the principles of copyright at all times.
- Students must ensure that their activities do not result in damage to equipment.
- Students should not attempt to guess or obtain another user's password. The privacy of other students must be respected.
- Students should not attempt to gain unauthorised access to any other computers or devices.

- Students are not permitted to connect devices such as personal music players or mobile phones to the computers or wireless network.
- USB keys are permitted, however the contents must be lawful, virus free and not contain inappropriate material.
- Online games are not permitted unless permission has been given by your teacher.
- Students are not to waste resources or disadvantage other students by monopolising network and internet traffic.
- Audio, Video and image files should not be downloaded, viewed or used outside of the context of the lesson.
- The internet, or any other network facility, may not be used for any of the following purposes:
  - The transmission of chain or threatening letters.
  - The transmission of unwanted or unsolicited advertising.
  - The communication of abusive or offensive language.
  - For bullying and harassment.
- Teachers may review files and communications to ensure that students are using the facilities responsibly.
- Teacher instructions must always be followed while using computer resources.
- Students are not to use the internet to obtain, print, display or transmit language or material which is obscene, vulgar, pornographic, threatening, dangerous or blasphemous.
- Students are not to use the internet to transmit unnecessarily repetitive information.
- Students are responsible for the safe keeping of any devices used as part of the Individual Computing Program.