

**Rationale**

All students at KICE have the right to access Information and Communication Technology (ICT); however this comes with certain responsibilities. This policy sets out the rights and responsibilities of computer/internet users at our school.

**Student Responsibilities**

*Acceptable Use:*

Students may use the computer network and other devices to:

- carry out school work as assigned by a subject or class teacher
- explore the internet in connection with school work, as required by the subject or class teacher

Students are **not** permitted to:

- download any software unless approved by the Network Administrator or class teacher
- check for, or send, emails of a personal nature
- run or install programs of any kind that have not been approved by the Network Administrator, including all types of games and music
- use any other logon other than their own to access the network, email or Internet

*Ethical Use:*

We believe that students must be ethical in their use of the school's ICT Network and Internet. For some examples of the type of conduct that we believe breaches the accepted principles of ethical behaviour, please see the full policy.

In general however, when using the Internet, students *must not*:

- offend, harass, or be abusive, discriminatory or indecent toward, any other person
- access any Internet sites or subject matter that is illegal (this will be referred to SAPOL)
- be negative towards or harm the reputation KICE/DECD

**Penalties for Misuse**

If a student breaches this policy by using ICT in an unacceptable, inappropriate or unethical way, the penalties will be in line with the KICE Behaviour Management Policy, and range from:

- a warning to the student
- the student's access to the computer network being either suspended or revoked
- suspension/exclusion from school for a period of time

**Network Privacy and Security Issues**

Students should be aware that any work or communication created on a school computer and the internet **is not** private, and can be accessed by the Network Administrator at any time.

*More detailed and comprehensive policies on ICT and Social Media can be accessed on the DECD website.*

**Parents / Caregivers:**

I / We believe \_\_\_\_\_ understands the responsibilities associated with using ICT at the school, and thereby give my permission for him/her to use ICT at any KICE Campus under the school rules.

I / We have read the condensed ICT Acceptable Use Policy above, and understand that students breaching these rules will be subject to appropriate action/consequences by the school.

\_\_\_\_\_  
(Parent / Caregiver's name)

\_\_\_\_\_  
(Parent / Caregiver's signature)

\_\_\_\_\_  
(Date)

**Students (Yrs 4 – 12):**

I clearly understand the rules about computer and internet use at school. I realise that if I break these rules I will be banned from using the computers and internet at school for an appropriate period of time, and may be suspended.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's name

Student's signature

Date

Home Group