The computer network, Internet access facilities, computers and other ICT equipment/devices bring great benefits to the teaching and learning programs at St Mary’s Catholic Primary School, and to the effective operation of the school. It is imperative that students access these resources in a way that protects the safety of all students. At St Mary’s we have put a number of conditions in place to ensure the safety of all students while accessing ICT resources. By accessing these resources, students and/or their caregivers must agree to abide by the following Conditions of Use of ICT Resources statement.

ST MARY’S CATHOLIC PRIMARY SCHOOL
Information Communication Technologies (ICT)
ACCEPTABLE USE AGREEMENT

Education Purposes
a. Students are to use ICT resources for educational purposes, only.

b. All computers and ICT devices come pre-installed with all the necessary software for student use. Students cannot install any other software.

c. The Internet is only to be accessed through the school’s Wireless Network.

d. Specific network settings or pre-installed settings on computers are not to be removed or altered in any way.

Student Responsibilities
a. Each student is responsible for their own actions when using ICT equipment.

b. Students are not permitted to search internet sites without the teacher’s approval first. Failure to get the teachers approval may see a student’s access to ICT devices denied.

c. Students are not permitted to use ICT devices, including personal mobile phones or ipods, as a means of communicating in a derogatory, racial or unethical manner. In such instances, the school reserves the right to refer matters to parents and/or the Police.

d. Students are to hand any personal electronic devices brought to school from home, including mobile phones, ipods, mp3 players, etc., to the office or the class teacher before the commencement of the school day. These items can be collected at the conclusion of the school day.

e. The school provides the students with storage drives via its Wireless Network. Students are responsible for their personal drives and the data contained within. Should students have inappropriate data contained within their drive, the school reserves the right to delete the drive and/or refer its contents to parents and/or the Police.

f. Students are permitted to bring USB sticks to school for classroom work only. Should students have inappropriate data contained within their USB, the school reserves the right to confiscate the USB and/or refer its contents on to parents and/or the Police.

Date: [Insert Date]

Name: [Insert Name]

Signature: [Signature]
School Responsibilities
   a. The school has the right to install filters on all ICT devices.
   b. The school can access student drives to ensure no inappropriate content is contained within.
   c. The school, through the classroom teachers and our Adopt-a-Cop, will provide lessons / resources on how to safely use ICT equipment.
   e. The school will not take any responsibility for the loss or damage of personal ICT devices, including mobile phones and ipods, which have been brought in to the school from home or other outside sources.
   f. The school reserves the right to confiscate electronic devices if school procedures have not been followed.

Parent Responsibilities
   a. Ensure students fulfil their responsibilities as outlined above.
   b. Enforce issues of safe practice with their child at home.
   c. Read the above conditions to your child so they are aware of them.
   d. Support the school’s ICT policy and procedures.
   e. Be aware of what ICT devices are in your child’s possession.