

# NORTHAM SENIOR HIGH SCHOOL

## INFORMATION COMMUNICATION TECHNOLOGY POLICY AGREEMENT

Student's name: \_\_\_\_\_ Year: \_\_\_\_\_

Students need to be aware that they are responsible and accountable for their actions in both school and the workplace. This policy is designed to assist students in their preparation for the world of work and to educate the amount of time wasted whilst using Information Communication Technology (ICT). This includes appropriate use of equipment, following access policies and access to appropriate sites.

- ICT access and internet usage at Northam Senior High School is a **PRIVILEGE** not a **RIGHT**.
- Teacher's permissions must be granted prior to internet access.
- Researching on internet sites is to be conducted under the guidance of the classroom teacher.
- Students are responsible for ensuring that internet access is both educational and appropriate.
- Access to inappropriate internet sites e.g. games, chat rooms; topics unrelated to research topic, pornography, etc. is **STRICTLY PROHIBITED**.
- Students accessing inappropriate sites will be referred immediately to the Head of Department. Sanctions may be imposed in consultation with the students, parents, classroom teacher, Head of Department, Deputy Principal and ICT Manager.
- Access to email is at the discretion of the classroom teacher and teacher permission must be granted prior to email access.
- Unless under instruction from staff, **music or video may not** be stored or downloaded on student accounts.
- LAN or network games are strictly prohibited.
- The sending/receiving of inappropriate emails is **STRICTLY PROHIBITED**.
- The sending/receiving of emails without teacher consent, or the sending/receiving of emails containing inappropriate material will be considered a breach of the IT Policy and dealt with accordingly.
- Students who have had access to their ICT account disabled or are banned from internet use are required to use alternative sources to complete class work, homework assessment tasks, assignments, etc. by the due date.
- Students who give their password to another student may be liable for inappropriate IT use committed as a result. Students who suspect their password is being used by others must report this immediately to their teacher and make arrangements for a new password to be issued.
- Students are responsible for all files and internet sites accessed via their account.

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**I have read, understood and fully support the Northam Senior High School ICT Policy.**

Student Name: \_\_\_\_\_ Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I/We have read, understood and fully support the Northam Senior High School ICT Policy.**

Parent/Guardian Name: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

If you are completing this form online and are unable to sign this form, please check this box to confirm the above information is true and correct. Note: In the event that statements made in this application later prove to be false or misleading this application may be declined. Information supplied may need to be checked by the school.