



M A R I S T C O L L E G E E M E R A L D

**STUDENT COMPUTER
ACCEPTABLE USE
POLICY**



At Marist College we have developed a network of computers and associated equipment with the aim of providing the best possible environment to encourage our students and staff to become competent, effective, and responsible users of technology. It is our intention that these resources be equally available to all members of the College community, and are to be used for educational purposes.

Users who do not accept this intention will surrender their right to continue using the equipment.

In using the network, it is the **responsibility of each user to ensure:**

- your password is unique and confidential and on completion of a session you log off from the network
- any data downloaded, saved to your account, or posted on the College system is appropriate within the Marist College setting
- accidental access to inappropriate data is reported immediately (to protect you from penalty)
- an immediate report is made if you receive a message that makes you feel uncomfortable or threatened
- faults with the system or equipment are reported promptly
- outside discs are checked for viruses
- appropriate netiquette (network and Internet etiquette) is followed
- The use of any mass storage device e.g. External hard drives and external CD burners are not permitted to be used on the school grounds.

In our setting of a Catholic community **the following activities are *not* acceptable:**

- using computer resources to harm another person (this might include: sending anonymous or hurtful messages, deleting data, invading privacy, disrupting other users, etc.)
- using resources inappropriately (this might include: damaging equipment, wasting paper, introducing games, conveying viruses, using inappropriate language, etc.)
- accessing or providing links to inappropriate or offensive material (this might include data that is: racist, pornographic, illegal, drug related, etc.) without good reason such as an approved assignment
- denying or limiting access to legitimate users (this might include: threatening behaviour, changing passwords, downloading large files, etc.)
- copying software (piracy), unauthorised access (hacking), and not acknowledging copied information (plagiarism)
- non-educational use of the system or any other illegal activities as defined under the *Telecommunications Act 1989* and other applicable State and Commonwealth laws
- illegal activities without the express permission of the copyright owners such as: making a copy of a CD that you own, copying songs from a CD that you own on to your hard drive or any other storage device, such as an iPod, MP3 player or USB storage device, making a cassette tape from a CD that you own, copying a CD belonging to a friend, sharing music files across a network, engaging in file trading of music, downloading music from the internet to your hard drive or any other storing device such as an iPod, MP3 player or USB storage device.

Students who wish to use the College network must sign a form indicating that they agree to abide by this Acceptable Use Policy and the detailed Computer Access Policy as displayed in computer laboratories. This form is to be renewed on an annual basis. If the application is approved the student will be provided with a network account and, where required, an e-mail account.





Notice

- Marist College makes no warranty of any kind, whether expressed or implied, for the computing services it provides. The College will not be responsible for damages a user suffers, including the loss of data. It is each user's responsibility to maintain a current backup of their own files and to ensure discs are virus free. The application of information obtained from the network, CD-ROMs or the Internet is the user's own responsibility.
- The provision of computer resources at Marist College is made for the benefit of all. Users identified as being a security risk, who create problems for other users or with the system, as indicated above, will be penalised by the removal or reduction of access to the facilities. The College reserves the right to review any material on the network or intranet to determine whether specific uses of resources are appropriate. This page should be kept as a reference.

Student Computer Acceptable Use Declaration

Student

Student Name: _____ Year Level: _____

I have read and understood the above guide to acceptable use of computers and online technology at Marist College and the online, Acceptable Use of Computers Policy and agree to abide by all the provisions. I understand that any violation of the provisions will result in suspension of my computer access privileges and possible further disciplinary measures.

Student Signature: _____ Date: _____

Parent / Caregiver

I _____ the parent / caregiver of the above named student have read and understood the above description of acceptable use of computers and online technology and further understand that he/she is required to follow the guidelines to maintain his/her computer access privileges.

Signed: _____ Date: _____

Permission to Access the Internet

In addition, I give permission for my son/daughter to use the Internet and other online resources. I understand that although there is potential for material regarded by the College as inappropriate to be accessed, my son/daughter is ultimately responsible for abiding by the above guidelines.

Signed: _____ Date: _____

Please note: All parts of this computer use police must be completed and signed and returned to school as soon as possible. Student computer accounts cannot be issued until this form has been returned.

