



Wentworth College

Internet /Computer and Computer Peripherals Agreement

I agree to abide by the following conditions of use:

- The only purpose for school computers and other Information and Communication Technology resources is to support classroom learning and teaching.
- The school will do its best to keep me safe while using global information systems such as the computer and the Internet.
- I may use the Internet or e-mail at school when I am permitted and in the areas that are permitted – this excludes personal use while in a class.
- I am **not permitted** to access material through the Internet which is offensive (for example contains pornography), dangerous, inappropriate at school, or illegal.
- I am forbidden to pass on such material by copying, storing or printing it.
- I must not waste school resources by downloading music/ pictures and animation that has no relation to my school work.
- I am **not permitted** to send any messages which are offensive, dangerous, illegal, or inappropriate at school, by school email or intranet or use images of any person without their written permission and the permission of the intranet manager.
- I will not share my log in codes for the network and intranet with anyone.
- I understand that school intranet allows publication of my work on our local area network. I will not publish any photos of other people without receiving their written permission and passing it on to the intranet manager beforehand. (This is accessed by password only and is not available to the public.)
- The intranet manager will seek written permission from me if photos used in the school newsletter that clearly identify me are to be placed on the intranet.
I understand that if I do not keep to this agreement, I may lose log-in privileges.

I understand how important it is to:

1 Use equipment responsibly

- Take care of Information Technology resources, such as computers, digital camera, scanners and laptops.
- Be careful with equipment and furniture.
- Respect the copyrights on software that prohibit copying.
- Use only school software on school computers.
- Share available equipment.
- Be careful not to waste computer resources, eg, paper.
- Avoid disruption of the running of any computer or network.
- Take care not to scan or display graphics, record or play sounds, or type messages which could cause offence to others.
- Remove immediately from the screen any material that would not be allowed at the school which I accidentally come across, and tell the teacher right away.

2 Be responsible for privacy and security.

- I will not give anyone on the Internet/Intranet information about myself or anyone else - this includes address, phone number, photograph or credit card information.
- I will use USB Memory Sticks only to backup work or take it to and from home.
- I will tell the teacher if I come across a virus or security problem or have problems with my log in to either the intranet or the school local area network.

If you would like to discuss this document, or need help, please contact the school office.

Internet /Computer and Computer Peripherals Agreement

This Agreement needs to be signed by
both the student and the parent or caregiver.

When signed, please return this page of the Agreement to Student Support Office so that a login and password to the school computer network (and internet) can be set up for you.

STUDENT:

I have read this Agreement and agree to use the school computers and internet as outlined.

I know that if I break this agreement, I might lose the right to use a school computer, and the school may take other disciplinary action against me. This could include my removal from any course that involves computer use.

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First/Last Name (printed)

Year

House

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Signature

Date

PARENTS/CAREGIVERS

I have read the attached Agreement and understand that my child is responsible for using school equipment and the Internet as outlined there.

I have gone through the Agreement with my child and explained its importance, and that there may be consequences for breaking the Agreement.

I understand while the school will do its best to restrict student access to offensive, dangerous, inappropriate at school, or illegal material on the Internet or through e-mail, that my child has a responsibility to have no involvement in such material.

I do/do not give my permission for _____ to have any photos on the school intranet including those used in school newsletters and class newsletters.

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Name (Printed)

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Signature

Date