Parent Owned Laptop: Acceptable Use Agreement

CONNECTION & USE OF STUDENT OWNED DEVICES AT MOUNT LAWLEY SENIOR HIGH SCHOOL

Parents are asked to discuss this with their child before signing. Use of the school network is granted to those who abide by the policies in the document. This document is available online. ***https://www.lawley.wa.edu.au/view/pon***

ACCEPTABLE USE AGREEMENT

- Your laptop will be kept safe. It will be kept in your possession at all times while at school.
- You will use the laptop/device as directed by your teacher. Playing games, listening to music, watching video, on line chatting/messaging, accessing websites not relevant to the lesson, or any other activity on the laptop which is a distraction is not allowed on the school campus.
- You must not store inappropriate material on the laptop/device.
- The Department of Education strongly recommends that student owned devices are installed with up-to-date Anti-Virus protection.
- Students will deploy school Self Service software on their laptop, which will provide software updates.

DEPARTMENT OF EDUCATION ONLINE SERVICES AGREEMENT

Online services means: anything accessed using the school's wireless or wired network. Your student network account is used whenever you use the wireless network or log on to a school desktop computer.

- I will not give anyone my password.
- I will not let others use my online services account or use other people's network accounts.
- I will not reveal personal information, including names, addresses, photographs, credit card details and telephone numbers of myself or others.
- I understand that I am responsible for all activity on my network account.
- I will tell my teacher if I think someone has interfered with or is using my network account.
- If I find any information that is inappropriate or makes me feel uncomfortable I will tell a teacher about it.
- Examples of inappropriate content include violent, racist, sexist, or pornographic materials, or content that is offensive, disturbing or intimidating or that encourages dangerous or illegal activity.
- I will not attempt to access inappropriate material on line or try to access Internet sites that have been blocked by the school or the Department of Education.
- I will not photograph or take videos of staff or students (unless with the expressed written consent of the individual/unless directed by a teacher)
- I will not use or distribute material from another source unless authorised to do so by the copyright owner.
- I will not set up an account on any social media site that uses the school logo or pretends to be a school site.
- I will follow the instructions of teachers and only use online services for purposes which support my learning and educational research.
- I will be courteous and use appropriate language in all Internet communications. I will make sure that any email that I send or any work that I wish to have published is polite, carefully written and well presented.
- I will not use the school's online services for personal gain or illegal activity, to bully, or offend others or send inappropriate materials including software that may damage computers, data or networks.
- I will not alter any configuration on the computer that may prevent monitoring of my desktop by staff while at school.
- I will not damage or disable the computers, computer systems or computer networks of the school.

MONITORING

Activities on the laptops/devices while at school will be monitored at all times, and this may include remotely viewing and taking control of the desktop. School staff may request access to the laptop/devices, including access to the Internet browser history, logs, caches and files and programs stored. I understand that the school and the Department of Education may monitor any information sent or received whilst at school and can trace activity to the network accounts of specific users.

I understand that:

- I will be held responsible for my actions while using on line services and for any breaches caused by allowing any other person to use my on line services account;
- the misuse of on line services may result in the withdrawal of access to services and other consequences dictated in the Schools policy; and
- I may be held legally liable for offences committed using online services.
- I accept that the School is not liable/responsible for any loss/damage to my device whilst at school/home or travelling.
- Insurance coverage for devices is highly recommended.

- **I agree to abide by the Acceptable Use Agreement and that I have read the complete 'Parent Owned Laptop Policy' document** .
  https://www.lawley.wa.edu.au/view/pon

ACCEPTABLE USE AGREEMENT

Name of Student: _____ Year: _____ Student Signature: _____ Date: _____

Name of Parent/Carer: _____ Parent/Carer Signature _____ Date: _____