

**COMPUTER NETWORK  
CONDITIONS OF USE  
AGREEMENT  
(Secondary Students)**

**In order to ensure that all students and staff gain optimal benefits from this resource, the following conditions apply to use of and access to computers and the College network:**

1. No student is to be present in the lab unless under the direct supervision of a teacher.
2. Students will at all times respect the equipment and materials provided in the computer lab.
3. No food or drink is to be taken into the computer lab. This includes bottles of water.
4. Students will supply their own memory devices (USB memory sticks, etc) for saving and transferring of data.
5. Memory devices (USB memory sticks, etc) should not be iPods, music players, etc. They must contain only education related files. They cannot contain video clips, music files, executable files, etc that are unrelated to work at the College.
6. Network access must be gained via the use of the student's personal password only - other students' passwords may not be used.
7. No games or other executable programs are to be brought into the computer lab in any way (eg downloaded from the Internet, played on a website, opened as e-mail attachments, on memory sticks, etc.)
8. All printing must be authorised by a teacher and may incur a cost to the student.
9. All faults are to be reported to the teacher in charge immediately. Problems are not to be demonstrated to other students.
10. Students will not attempt repairs or modifications of any kind on the computers or on the peripherals.
11. Computer settings (backgrounds, screen savers, directory structures, etc.) outside a student's own directory are not to be modified.
12. Files outside the students' own folders must not be modified or deleted. Other students' files are viewed by the College to be their property in the same context as the contents of their lockers. Network administrators may, however, review files and communications to maintain system integrity and to ensure that users are using the system responsibly.
13. Students are not to attempt to access areas of the network outside student zones (such as 'home drives' and 'common drives') normally provided by the College. This includes network and Internet resources.
14. Internet sites visited by the student will be directly relevant to the educational requirements of the moment. Web sites displaying offensive or educationally inappropriate material are not to be accessed by students.
15. All messages sent via e-mail, forums (when sanctioned), etc must be non-offensive in content. Using the resources of the computer Lab to create offensive or insulting material will not be tolerated.
16. Any attempt to access network administration or work in another student's folder will be viewed as hacking with malicious intent.
17. All state and national laws are to be respected by users of the network; this includes laws covering copyright and licensing agreements, the legal rights of software producers and those of the network providers.
18. Communication over the network may be public in nature and general College rules for student behaviour, conduct and standards will apply.
19. Sanctions brought about by breaching the above conditions may include the following measures:
  - Withdrawal of privileges including on-line access
  - Detention
  - Permanent exclusion from the computer lab and all access to the network

- Withdrawal from computer classes

More serious breaches may include:

- Suspension, both internal and external
- Expulsion from the College
- The involvement of Law enforcement authorities

### **The Role of the College**

The College strives to undertake a commitment to implement and uphold the On-line Services Policy, and to provide appropriate physical and financial resources to facilitate the successful incorporation of access to on-line services throughout the College.

In addition, the College will where possible actively support the professional development of all staff to ensure the effective inclusion of new information technologies into the College and its curriculum.

The College also recognises that professional development and staff access to a diverse range of on-line services is fundamental to the effective delivery of a curriculum where electronic information based research, analysis and evaluation skills are of paramount importance.

### **Student Access**

The College network is provided for students to conduct research and communicate with others. Unsupervised access is not allowed. Supervised access to network services is provided to students who agree to act in a considerate and responsible manner.

The College makes every effort to ensure that material accessed on-line is of a suitable nature. The use of on-line services may lead students to publicly available information databases.

This may expose students to electronic information resources that have not been screened by educators for use by students. Therefore, prior parental or guardian permission is required for students to be able to access the College network.

### ***Coomera Anglican College Agreement for College Computer Network Account***

**By signing the Confirmation of Enrolment Form, you will be acknowledging that you have read and understood conditions outlined on the two pages of this document and that you have discussed them with your child/ren so that they also understand their responsibilities. By signing the Confirmation of Enrolment, you will give permission to issue a Coomera Anglican College Computer Network Account for your child.**

**By signing the Confirmation of Enrolment Form, in consideration for the privilege of using the Coomera Anglican College computer network system and in consideration for having access to the public networks, you will release the College, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from your son/daughter's use of or inability to use the system.**