



COMPUTER NETWORK AND INTERNET GUIDELINES

At Crows Nest State School all students are given the opportunity to develop skills in Information and Communication Technology. We have the staff expertise and infrastructure to enable students to improve learning outcomes via the use of networked computers with various software applications, the Internet and Electronic Mail.

However, the privilege of using this technology brings with it a number of student responsibilities. A signed parental approval for *Network and Internet Access* must be received before students access this technology. Students must also sign this undertaking to abide by the school's *Network and Internet Access Guidelines*.

What Students are expected to do:

- Do not disclose your password to others
- Use the Network and the Internet resources **ONLY** for educational purposes
- Use school email account for school work only
- Responsibly manage your H drive allocation.
- Immediately report faults or damage of computers or furniture to the class teacher
- Treat ALL EQUIPMENT WITH RESPECT
- Inform teachers of ANY illegal, dangerous or offensive material they may come across
- Comply with copyright laws.

What Students are NOT to do:

- Upload, download or print any illegal, dangerous or offensive material
- Reveal any personal details over the internet or email systems
- Access any web based email accounts (HOTMAIL, YAHOO etc)
- Use the internet to offend anyone else
- Copy any software or data from the school's network
- Install any programs or software onto any computer
- Download any applications for entertainment ie games, screensavers music, videos etc.
- Adjust or rearrange any hardware on the tower, monitor, keyboard, mouse etc.

Students need to be aware it is an Education Queensland requirement that the Network Administrator reserves the right to access student files without notice. In addition, all Internet activity and access is logged. Random checks will be made to ensure the safety and integrity of the network.

Students who fail to follow the procedures and policy relating to Network and Internet access will face appropriate sanctions. These could include measures such as loss of network and Internet access, further disciplinary action and even withdrawal from a computer subject in some cases. HOWEVER, we are pleased to report the large majority of students make effective use of these very valuable information and communication technologies.

Printing and Internet Download Limits

All students will be given access to printing and Internet usage according to the limits below. Once these are reached, students will be asked to pay for further usage unless there are extenuating circumstances. See Mrs Taylor or Mr Kummerow if you have any issues with these limits.

Printing	Years 1-7	\$5 per student per semester
	Years 8-10	\$10-\$15 per student per semester (depending on subject selection)
Internet	Years 1-7	\$5 per student per semester
	Years 8-10	\$10-\$15 per student per semester (depending on subject selection)



Crows Nest State School



Network and Internet Access Agreement for 2010

Parent/Guardian Section

I/We have read and understand the Computer Network and Guidelines and grant permission for (please list each of your children this agreement is for)

to access the school's computer network and its services including electronic mail and the Internet for **approved educational purposes related directly to studies.**

I understand that the Internet and computer applications can provide students with valuable learning experiences.

I also understand that it gives access to information on computers around the world; the school cannot control what is on those computers; and that a very small part of that information can be illegal, dangerous and offensive.

I accept that, while teachers will always exercise their duty of care, protection against exposure to harmful information should depend upon responsible use by students.

I believe my son(s)/daughter(s) understand this responsibility and I hereby give permissions for him/her/them to access the network and internet according to the school rules expressed in the Computer Network and Internet Guidelines. I understand that students breaking these rules will be subject to appropriate action by the school. This may include loss of computer and Internet access for some time, further disciplinary action and even withdrawal from computer classes in some cases.

Signed: _____ (Parent/Guardian Signature) Date: _____

Student Section

Student Name _____ Form Class _____

Student Name _____ Form Class _____

Student Name _____ Form Class _____

Student Name _____ Form Class _____

I have read and understand the Computer Network and Internet Guidelines of Crows Nest State School I undertake to follow these guidelines and fully understand that my access to the computer network and/or internet can be removed for breaches of this policy. I understand that additional disciplinary action could be necessary including the withdrawal from a computer subject in some cases.

Student Signature/s (each student to sign)

Date: _____

NB You will be given a maximum of two weeks provisional access to the computer network to return this signed agreement to the school office. Failure to do this will mean your access will not be granted