



INNISFAIL STATE COLLEGE

INFORMATION AND COMMUNICATION TECHNOLOGY USER AGREEMENT

Information and Communication Technology (ICT) includes computers, printers, scanners, digital cameras, internet and email facilities, MP3s and other associated electronic and mechanical hardware and software.

I, (student name) _____ understand that the use of ICT resources at Innisfail State College is a privilege, which involves the acceptance of certain responsibilities. I understand and agree to the following:

In using ICT resources appropriate for all learning tasks I will:

- Be considerate of other users. I will respect their privacy, and not seek access to files or messages intended for, or belonging to, others;
- Virus check USB & External Drives before use, and I will not attempt to send, transfer or create computer viruses;
- Report any damage, errors or faults with ICT resources to my teacher immediately;
- Report accidental access to controversial, inappropriate or offensive material to my teacher;
- Only use my own logon (unless directed otherwise by a teacher);
- Gain permission to print material, only print material related to my education, only use my print account.
- Not share any personal logon/passwords with anyone else.

I will not use ICT resources to:

- Access, copy or distribute any material that is controversial, inappropriate, obscene or offensive;
- Download or install any software, violate copyright, intellectual property or licensing laws;
- Access streaming media such as sounds, music, videos and games without teacher consent;
- Access the control panel, system configuration, or make any changes to settings, passwords (other than my own);
- Directly or indirectly access drives other than those allocated to me;
- Directly or indirectly move, delete or modify any files (other than those in my personal drive);
- Be involved with electronic or physical vandalism, harassment or bullying;
- Reveal my full name, personal address, phone number, or those of other students or staff in any electronic communications;

Teachers, parents and officials have the right to access and inspect the contents of student files and emails at anytime. Random audits of student files will be carried out regularly. Students found to be violating this policy or any law will receive the appropriate consequences.

I accept that breaching this agreement will result in me losing access to ICT resources temporarily or permanently, depending on the seriousness of the offence. For serious matters, disciplinary action by the administration team will be taken.

Student Signature: _____

Date: _____

Parents/Guardians

I have read the above agreement, and I;

1. **Give /do not give** permission for my child to access, produce and communicate information on the internet;
2. **Give /do not give** permission for my child's photograph to be displayed where appropriate, on web pages made by teachers or students, and
3. Understand that my child's computer files and internet and email usage will be checked by the system administrator.

Parent/Carer Name: _____

Parent/Carer Signature: _____ Date: _____