

Lilydale High School

Network and Internet Contract

Student Name: **Home Group:**

A Rules and Network Responsibilities

Students must not bring Lilydale High School or any of its students, parents, employees or members of the wider community into disrepute. This includes the use of social media.

The school offers students the opportunity to access the Intranet and other on-line services as part of the school curriculum.

The following guidelines will apply to students accessing the school network.

1. Students must have written parental/guardian permission to access the school network.
2. Network storage areas, including email storage and any storage device connected to the school's computers, are to be considered public access for the purposes of security. Students should not bring private or sensitive information to school.
3. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on the school's computer services will always be private. This includes any and all files contained on a memory stick or other device connected to the school's network.
4. The Department and the school maintain a blacklist of sites which are deemed inappropriate for students to access. The use, or attempted use, of proxy servers to circumvent this blacklist is not permitted and offenders will have their internet access suspended.
5. Quite specifically the following actions are NOT permitted:
 - Sending or displaying offensive messages or pictures.
 - Using obscene language.
 - Harassing, insulting or attacking others.
 - Damaging computers, computer systems or computer networks (e.g. by creating, introducing or spreading of computer viruses, physically abusing hardware, altering source codes or software settings etc).
 - Violating copyright laws. The legal rights of software producers and network providers, and copyright and license agreements must be honoured (eg downloading copyrighted games could result in legal proceedings, resulting in a fine).
 - Using other users passwords.
 - Trespassing in others folders, work or files.
 - Intentionally wasting resources.
 - Employing the network for commercial purposes or activities by for-profit institutions or organizations, product advertisement or political lobbying is prohibited.
 - Using the network to disrupt its use by other individuals or by connecting networks.
 - Playing of games unless specifically granted permission during that computer session by a staff member.
6. Users must respect others' privacy and intellectual property.
7. Each person wishing to use the network might be issued with an account that can be used to access on-line information services. Each account owner is responsible for all activity under that account.
8. Transmission of any material in violation of state, federal or international regulation is prohibited. This includes, but is not limited to copyright material, pornographic material, or material protected by trade or secret.
9. All communication and information accessible via the network should be assumed to be private property. Any sources used in research must be cited and credit given to the author.
10. Security problems must be brought to the immediate attention of the Computer Manager. The problem must not be demonstrated to other users.
11. A responsible user may use the Internet to research assigned classroom projects, send and receive e-mail and explore other computer systems.
12. The school's computer and Internet resources are for educational purposes only. Students are not to use the school's Internet for excessive downloading of files or streaming of non-educational material. Students are issued a weekly quota which provides ample bandwidth for classroom and homework activities. Students who continually exceed their quota may have their Internet access restricted.
13. Parents and students are expected to login to the school's portal on a regular basis to check for communications from the school, to authorise events and to check for outstanding assignments and projects.

B Student Details

Please use the following information to logon to the School Computers and Internet.

Username: **Password:**

CUT HERE

C Student Contract

All students and parents/guardians must sign a contract to allow computer and internet access. If the conditions of the contract are breached user privileges will be suspended and/or payment for damages may be required.

In order to safeguard security and keep the network free of inappropriate material, users activities may be monitored. This computer contract may be updated from time to time and an updated copy can be found on the school server.

STUDENT CONTRACT

I of Form..... agree to access the network as stipulated in the **Network and Internet Contract** above. I further agree to co-operate fully with my teachers when using the school network facilities.

Signed: Date:

PARENT CONTRACT

I approve internet and network access for my son/daughter. I will ensure that he/she co-operates fully with teachers as well as follow all of the school Network and Internet Contract. I will accept responsibility for any breaches of these rules.

Signed: Date:

Please sign and return to Form Teacher, otherwise account will be disabled.

OFFICIAL USE ONLY

Usercode: Date processed..... Technician: