



SAINT MAROUN'S COLLEGE

Information & Communications Technology (ICT) Services DECLARATION FOR PARENTS & STUDENTS

This College Policy requires students wishing to use ICT Services of Saint Maroun's College to read the procedures below and sign the declaration.

All students from Year 3 to 12 are required to have a BYOD device with them in class each day. Research shows that students experience greater motivation to learn and a significant increase in engagement with the teaching and learning process when technology is integrated into curriculum.

Use of StM Technological Equipment (such as iPads, Laptops, Computers)

- I must use only the technological equipment assigned to me and log on with my account only.
- I must not alter or attempt to alter any setting or configuration.
- I must not share my password with others.
- I must not damage or disrupt any part of the hardware or use the Network in an illegal or improper manner. This includes vandalism of hardware, software or furniture; the introduction of unauthorised data into the system such as loading software from any media; using media brought from another source, such as home; or introducing any type of malicious virus or content not educationally related.

Access to the Internet

- I will not post personal contact information about myself or other people including my surname, address, telephone number, credit card number, College address or private information.
- I will notify a teacher immediately if I receive any message that is illegal, dangerous or offensive.
- I will not attempt to gain unauthorised access to any other account. This includes attempting to log on without the appropriate teacher's approval.
- I will not corrupt the computer through viruses or programs or download software onto any technological equipment of the College.
- I will not attempt to by-pass College policies and systems to access blocked websites. This includes Proxy Sites.
- I will not use StM's access to engage in any illegal activities such as dealing with drugs, manufacture of weapons, threatening of others or software piracy.
- I will not use technology to intimidate, identify, bully or defame students, or teachers at the College.
- I will not post messages that could lead to disruption or damage.
- I will not use StM Internet to view profane, obscene (pornographic), violent or discriminatory material.
- I will not access social media websites, such as Facebook, Twitter, Instagram etc.
- I will not use my private email account. My College email account will be used only.
- I will not use obscene, lewd, profane, vulgar, rude, discriminatory or disrespectful language in electronic communications.

Plagiarism and Copyright Infringement

- I will not plagiarise work from the Internet (i.e. copy another person's words or ideas and use them as if they were my own).

- I will respect the right of copyright owners. If I am unsure, I will request permission from the copyright owner and inform the teacher.
- Section 85ZE of the Commonwealth Crimes Act states that a person shall not knowingly or recklessly:
- a) Use a telecommunications service supplied by a carrier to menace or harass another person; or
 - b) Use a telecommunication service supplied by carrier in such a way as would be regarded by reasonable persons as being in all circumstances offensive.

Bring Your Own Device (BYOD)

BYOD Student Agreement

I agree that I will abide by the College's BYOD policy by ensuring that:

- I will use the College's Wi-Fi network for learning.
- I will use my device during College activities at the direction of the teacher.
- I will ensure to continue to adhere to the mobile phone policy.
- I will not attach any College owned equipment to my device without the permission of the College.
- I will use my own portal/internet log-in details and will not share them with others.
- I will stay safe by not giving my personal information to others.
- I will not hack or bypass any hardware and software security implemented by the College's ICT department.
- I will not use my own device to knowingly search for, link to, access or send anything that is offensive, pornographic, threatening, abusive and defamatory or considered to be bullying.
- I will report inappropriate behaviour and inappropriate material.
- I understand that my activity on the internet is recorded and that these records may be used in investigations, court proceedings, or for other legal reasons.
- I acknowledge that the College cannot be held responsible for any damage to, or theft of my device.
- I understand and have read the limitations of the manufacturer's warranty on my device, both in duration and in coverage.
- I have reviewed the BYOD Device Requirements and have ensured my device meets the minimum outlined specifications.
- I have read the BYOD Student Responsibilities and agree to comply with the requirements.

Declarations

Student Declaration (Yrs 3-12 only)

I have read each of the Conditions for acceptable use of StM ICT Services and agree to be bound by each of them. I acknowledge that should I breach any one of these conditions I shall forfeit access to the service and be subject to other disciplinary action.

Student Name:		Year:	
Signature:		Date:	/ /

Parent/Guardian Declaration (All students)

I have also read the Conditions set out above and endorse my child's agreement to be bound by these conditions while they are enrolled at Saint Maroun's College.

Parent/Guardian Name:			
Signature:		Date:	/ /