

Wangaratta High School Digital Technologies Acceptable Use Agreement.

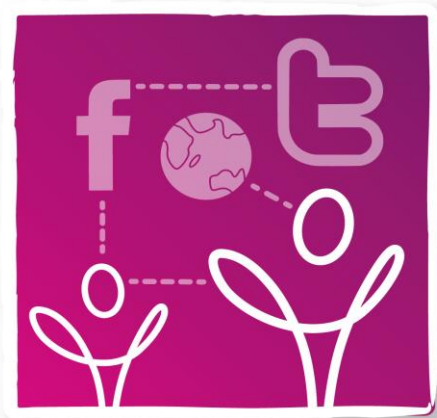
Part A: Wangaratta High School Values.

- **Respectful**
- **Safe**
- **Personal Best**
- **Ready to Learn**

These values are the key elements for the WHS eLearning Acceptable Use Agreement.

Wangaratta High School assists students to be safe, responsible and respectful users of digital technologies. Students will use ICT with a focus on their learning so as to achieve their personal best.

This Acceptable Use Agreement must be agreed to



At Wangaratta High School we:

- Support the rights of all members of the school community to engage in and promote a safe, inclusive and supportive learning environment.
- Have Policies that clearly states our school's values and the expected standards of student behaviour, including actions and consequences for inappropriate behaviour.
- Educate our students to be safe and responsible users of digital technologies.
- Raise our students' awareness of issues such as online privacy, intellectual property and copyright.
- Supervise students when using digital technologies for educational purposes.
- Provide a filtered internet service but acknowledge that full protection from inappropriate content can never be guaranteed.
- Respond to issues or incidents that have the potential to impact on the wellbeing of our students.
- Know that some online activities are illegal and as such we are required to report this to the police.
- Provide parents/guardians with a copy of this agreement.
- Support parents/guardians to understand the importance of safe and responsible use of digital technologies, the potential issues that surround their use and strategies that they can implement at home to support their child.

Part B: Student Declaration

When I use digital technologies I agree to be a safe, responsible and ethical user at all times, by:

- Respecting others and communicating with them in a supportive manner; never writing or participating in online bullying (for example, forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours)
- Using digital technology at school for learning purposes. Note - Streaming of media such as music and movies is not permitted.
- Protecting my privacy; not giving out personal details, including my full name, telephone number, address, passwords and images
- Protecting the privacy of others; never posting or forwarding their personal details or images without their consent
- Talking to a teacher if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behaviours
- Carefully considering the content that I upload or post online; this is often viewed as a personal reflection of who I am
- Investigating the terms and conditions (e.g. age restrictions, parental consent requirements). If my understanding is unclear I will seek further explanation from a trusted adult
- Confirming that I meet the stated terms and conditions; completing the required registration processes with factual responses about my personal details
- Handling ICT devices with care and using Service Desk for assistance. Notifying a teacher if it is damaged or requires attention
- Abiding by copyright and intellectual property regulations. If necessary, I will request permission to use images, text, audio and video and cite references
- Not interfering with network systems and security,

- the data of another user or attempting to log into the network with a user name or password of another student. Rogue networks are not permitted.
- Not bringing to school or downloading unauthorised programs, including games.

In additions, when I use my personal mobile phone, I agree to be a safe, responsible and ethical user at all times, by:

- Respecting others and communicating with them in a supportive manner; never verbally or in writing participating in bullying (for example, harassing phone calls/text messages, supporting others in harmful, inappropriate or hurtful online behaviours by forwarding messages)
- Students will use their mobile phone as described in the WHS Mobile phone Policy.
- Respecting the privacy of others; only taking photos or recording sound or video at school when I have formal consent or it is part of an approved lesson
- Obtaining appropriate (written) consent from individuals who appear in images or sound and video recordings before forwarding them to other people or posting/uploading them to online spaces



Part C: Conditions of use for school-owned student learning devices.

The following information is for any 1:1 device that is **currently owned** by WHS.

The school retains ownership of these devices. At the end of the Rental Agreement for leased Netbook / iPad / Macbook parents will pay the 'residual' and complete the purchase of the device from the school.

Parents/guardians and students should be aware that files stored on the device, or on the school's server, are not private.

For early termination of a Rental Agreement for a leased device contact the Business Manager for further advice.

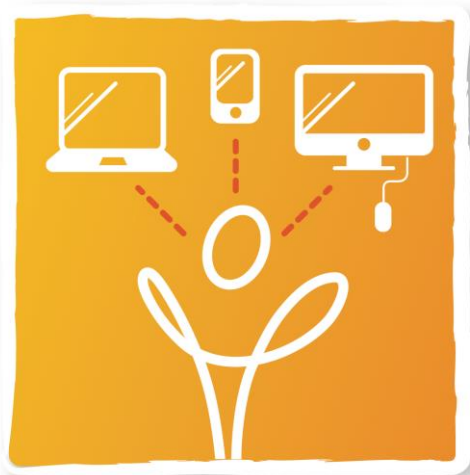
Damage or loss of equipment

Any problems, vandalism, damage, loss or theft of the device must be reported **immediately** to the school through Service Desk.

Students are responsible for the security of a device at all times. This includes storing the device in a secured locker when not in use.

If a device is damaged or lost, the principal or their nominee will determine whether replacement is appropriate and/or whether the student retains access to a device for home use.

If a device is damaged the principal may determine that the student will pay the costs of repairing the damage or if necessary the costs of replacing the device.



Part D: Conditions of use for Bring Your Own Device (BYOD).

Wangaratta High School is transitioning all student 1:1 learning devices as Bring Your Own Device (BYOD)..

BYOD devices are considered personal property. The DEECD and WHS has no capacity to pay for any loss or damage of these devices.

Students are responsible for the security of a device at all times. This includes storing the device in a secured locker when not in use.

Students and parents are responsible for 1:1 devices being available for student learning. This includes attending to damage or faults.

Only 1 BYOD device is permitted on the WHS/ Edustar wireless network and the device must meet the minimum published specifications.

Part E: Management/ Misuse

Policies

Wangaratta High School policies for eLearning can be viewed on the school website. These include:

- eLearning misuse
- Mobile phones
- Using eLearning

<http://whs/about/policies.html>

Management

Wangaratta High School reserves the right to temporarily remove a device from a student. This may occur when a student has not complied with the Acceptable Use Agreement. The eLearning Misuse Policy will be followed in these situations and applies to all devices at school, both school owned and non school-owned.

Part F: Student Commitment

Definition of Digital Technologies

This Acceptable Use Agreement applies to digital technologies, social media tools and learning environments established by our school or accessed using school owned networks or systems, including (although are not limited to):

- School owned ICT devices (e.g. desktops, laptops, printers, scanners)
- Mobile phones
- Email and instant messaging
- Internet, Intranet.
- Social networking sites (e.g. Facebook, SuperClubsPLUS)
- Video and photo sharing websites (e.g. Picasa, Youtube)
- Blogs
- Micro-blogs (e.g. Twitter)
- Forums, discussion boards and groups (e.g. Google groups, Whirlpool)
- Wikis (e.g. Wikipedia)
- Vod and podcasts
- Video conferences and web conferences.
- Cloud-based environments.



This Acceptable Use Agreement applies when I am using any of the digital technologies described in the AUA whether at school, at home, during school excursions, camps and extra-curricula activities.

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement. I understand that there are actions and consequences established within Wangaratta High School Policies and AUA if I do not behave appropriately.

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Date:

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Student Name:

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Student Signature:

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**Name of Parent
 Guardian A:**

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**Parent / Guardian A
 Signature:**

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Student Mentor Group:

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Name & Signature of eLearning Leader facilitating enrolment: