

INFORMATION SYSTEMS AND SERVICES POLICY

COMPUTER NETWORK AND INTERNET USER POLICY AGREEMENT

- This agreement applies to staff and students who have on campus access to Parafield Gardens High School High School Computer Network and to the Internet.
- Additional agreements will apply for those having access to other services, for example Remote Access to the Parafield Gardens High School High School Network, or access to services and hosts external to Parafield Gardens High School High School.
- All staff and students who are to have access to the PGHS Computer Network or the Internet will be issued with a Network Account giving details of the access after this agreement has been authorized.
- All staff and students who are to have access to the Parafield Gardens High School High School Network or the Internet are to use that access in accordance with the directions, procedures and endorsements set out in this document. It is expected that at all times the computer facilities made available will be used responsibly and consistently with the objectives and good community standing of Parafield Gardens High School High School.

Parafield Gardens High School Network and Internet Users will:

- Only use their official access for official duties or designated learning activities and not for private business or political purposes. In particular, access to information that is violent, subversive or sexual is strictly prohibited.
- Not intentionally or by negligence divulge to any other person the password(s) associated with their account, or to allow others to use that account.
- Not attempt to gain access to another users account.
- Unless specifically authorized, not intercept, download or attempt to electronically read another users files, transmissions or electronic mail.
- Ensure that their workstation is secured at all times, for example by logging out of all active sessions when leaving the workstation.
- Not upload or download copyright software or applications to the Internet or to a Parafield Gardens High School Computer.
- Not breach State and Commonwealth Government laws, regulations or policies on Equal Opportunity, Sexual Harassment and Electronic Access in their use of the Internet.

Specifically, the access, transmission, retrievals, storage or display of

Sexually explicit material

Hate speech or offensive material

Material regarding illicit drugs or violence

Material regarding criminal skills and /or illegal activities

Material of a defamatory, discriminatory or harassing nature

Is strictly forbidden if that material does not form a part of a legitimate educational enquiry. This includes accessing any sites or forums that deal with these materials.

- Not install or use software or applications that have not been authorized and recorded by the Coordinator, Information System Services, to ensure that the operation of the Parafield Gardens High School Computer Network is not compromised.
- Not attempt to change configuration files or settings unless specifically authorized to do so.
- Report any faults or anomalies, apparent misuse and requests for changes to configurations to the Parafield Gardens High School Information Systems Services Coordinator.
- Comply with any directions given by the Coordinator, Information Systems Services.
- Only use Electronic mail, Network News, World Wide Web unless otherwise endorsed on this agreement.

Action will be taken against any user found to be in breach of, or an accessory to any breach of, this agreement. This will range from temporary or permanent closure of the user account to prosecution under the State or Commonwealth laws and regulations.

All Network use is monitored by the Information System Services Unit under the direction of the unit manager and School Principal.

Any changes to the above conditions will be notified to users by email or letter and in the Information Systems home web page.

Student Signature: _____

Parent Signature: _____

Date: _____