

## Computer Network and Acceptable Use Policy

### ACCEPTABLE USE POLICY FOR SCHOOL ONLINE SERVICES

Students at Lesmurdie Senior High School will:

- Use online services for purposes which support their learning and educational research
- Be responsible for all activity in their online services account
- Check with their teacher before sharing images or giving information about themselves or anyone else when using online services
- Keep passwords private and not share with other students
- Not let other people logon and/or use their online account
- Tell the teacher if they think someone is using their online account
- Understand that the school and the Department of Education can monitor their use of online services
- Report to their teacher any information that is inappropriate or makes them feel uncomfortable. Examples of inappropriate content include violent, racist, sexist, or pornographic material, or content that is offensive, intimidating or encourages dangerous or illegal activity
- Not use the Department's online services for personal gain or illegal activity (e.g. music file sharing), to bully, offend or intimidate others or access or send inappropriate materials including software that may damage computers, data or networks
- Acknowledge the creator or author of any material used in their research for school work by using appropriate referencing
- Get permission from the copyright owner of any material used in their school work before they reuse it in a portfolio for employment, in a competition or any other uses other than for their private research and study
- Use appropriate language in all internet communications
- Not try to access internet sites that have been blocked by the school or the Department of Education
- Not damage or disable the computers, computer systems or computer networks of the school, the Department of Education or any other organisation
- Understand that they will be held responsible for their actions while using online services and for any breaches caused by allowing any other person to use their online services account
- Acknowledge that the misuse of online services may result in disciplinary action, determined by the Principal in accordance with the Department's Behaviour Management in Schools policy; and they may be held liable for offences committed using online services.