FOUNTAIN GATE SECONDARY COLLEGE – COMPUTER USE POLICY

Use of the computers and access to the Internet at Fountain Gate Secondary College are subject to an agreed code of behaviour that reflects the college's values, Australian and Victorian law and the Victorian Department of Education and Early Childhood Development policy.

Fountain Gate Secondary College provides its students with computer access and a filtered Internet connection. While every effort is made to ensure that students are protected from undesirable content while using computers, students should ensure they practice 'Safe Surfing' to help reduce the chance of an unpleasant Internet experience. The college reserves the right to monitor student computer usage, including internet access and emails sent or received at school. Students should not store, create, print or transmit anything which they would not be happy for their teachers or parents to see.

When using Fountain Gate Secondary College computers...

You may:

- Login to student computers and the school intranet using your own Windows login details, and logout properly at the end of each session.
- Access the Ultranet and your student email account using your own account details.
- Download, display, print, save or transmit information for learning purposes related to the school curriculum
- Use the Internet in accordance with this policy, and any additional policies of the Library, Computer Room or classroom.
- Print your school work at a cost of 10 cents per page for black and white, or $1 per page for colour. Students are given $2 credit at the start of each year. If you require more credit, you may purchase it at the bursar's office.

You may not:

- Use computers to harass or bully another person in any way.
- Download, display, save or transmit offensive material, for example obscene language, pornographic, violent or racist material. If you accidentally access offensive material you should leave the site immediately and notify a teacher.
- Allow others to access your Windows or Ultranet accounts. You will be held responsible for the usage of your account(s), and it is your responsibility to ensure your account details are kept private. If you believe someone else may know your password, you must change it immediately.
- Use the internet for gambling, advertising or personal financial gain, or to register for services offered outside the school.
- Use online 'chat' facilities or social networking websites, except under the direction of your teacher.
- Provide private or confidential information (about yourself or others) without permission of parents or teachers (whichever is relevant).
- Make an unauthorised reproduction of material protected by copyright. This includes downloading and/or sharing music, movies or software which you have not purchased legally.
- Print offensive material – whether you have made it yourself or it has been downloaded.
- Cause damage to hardware or make changes to the configuration of a computer. Students may be asked to pay for any damage which they deliberately cause.
- Bypass, or attempt to bypass, internet filters or other computer network security systems.
- Use your own computer to access the college's computer network, unless you have successfully completed an application for personal computer access. This access is only available for senior students (Years 11 and 12).

Failure to comply with this policy will result in consequences for the student(s) involved. Where a serious breach has occurred, police may become involved.

_____   _____
Student Name   *Student Signature*

_____   _____
Parent/Guardian Name   *Parent/Guardian Signature*

Date: _____