



Learning technologies resources are available to Year 7, 8,9,10, 11 & 12 students at St Paul's School in 2015. St Paul's email accounts are provided for each student for use in curriculum related activities and communication with teachers. The smooth operation of the school computer network relies on the proper conduct of the users who must adhere to the following agreement:

As a responsible user I agree that:

- The St Paul's School email accounts, blogs, personal web pages or any other computer based material are not private and may be viewed by staff at any time.
- I will log onto the St Paul's School network, or any other digital device using only my username and password provided by the school.
- I will only use learning technologies at St Paul's School (including the internet) for learning related activities.
- I will take care to check the credentials and reliability of any information obtained from the internet.
- I will treat all learning technologies with respect and due care. Vandalism or any attempt to harm or destroy the data of others will result in the cancellation of my user rights and further disciplinary action.
- I will not modify the application or operating system software provided on my notebook without permission from the TECHzone.
- I will not access or store offensive images or audio on the notebooks or other digital storage devices.
- I will abide by copyright law by not copying and redistributing another's work and will acknowledge the owners of copyright works.
- I will not use digital technologies to harass or bully another student.
- I will abide by conventions of etiquette and be respectful of others.
- I will not reveal personal address or contact number over the internet including my own.
- I will not knowingly introduce a virus.
- I will fully charge my laptop each evening in preparation for the next school day.
- I will regularly backup data on my laptop to the network.
- My parents/caregivers will be aware of and monitor my use of computers and the internet at home as this is not the responsibility of the School.
- I will promptly report to staff any inappropriate material that is accidentally accessed.
- I will promptly report any damage to the hardware and/or software to the TECHzone.
- I will transport my laptop in the supplied protective bag at all times.
- I will keep my laptop clean.
- I will take all reasonable precautions to ensure that my laptop is not lost or damaged.

Please complete and sign the following and bring along with you to the TechZone to pick up your Laptop

Please circle which Year Level you are in for 2016: Year 7 Year 8 Year 9 Year 10 Year 11 Year 12

I have read and agree to abide by all the expectations listed in the SRA and in the Laptop Guidelines & Policies Booklet.

Print Student Name:	_____	Student Number:	_____
Student Signature:	_____	Date:	_____
Parent/Caregiver Signature:	_____	Date:	_____