BLACKBURN HIGH SCHOOL RESPONSIBLE USE OF TECHNOLOGY AGREEMENT

It is a privilege and not a right to use computer & internet services provided by Blackburn High School. **Before access is granted this document must be read and agreement acknowledged on Compass by both students and parents/guardians.** This agreement refers to the use of school computers, NSSCF netbooks and student owned devices as per our ‘bring your own device’ policy. A copy of this policy can be found at [http://www.blackburnhs.vic.edu.au/curriculum/bring-your-own-device-program/](http://www.blackburnhs.vic.edu.au/curriculum/bring-your-own-device-program/)

**STUDENT AGREEMENT**

When I use digital technology at Blackburn High School I agree to:

- Be a safe, responsible and ethical user whenever and wherever I use the technology or access the internet.
- Protect my privacy rights and those of other students by not giving out personal details including full names, telephone numbers, addresses and images. Support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour).
- Not reveal my password to anyone except the system administrator or the teacher.
- Talk to my Mentor teacher or another teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour.
- Use my mobile phone only if directed by the teacher otherwise keep it on silent during class times and only make or answer calls and messages outside of lesson times.
- Protect the privacy of others and never post or forward private information.
- Only take photos and record sound or video when it is part of an approved lesson.
- Seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers).
- Seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint.
- Think critically about other users’ intellectual property and how I use content posted on the internet.
- Abide by copyright procedures when using content on websites and cite references where necessary.
- Not bring inappropriate content or copyright protected content to school either on my device or an external storage device.
- Seek appropriate (written) permission from individuals involved before publishing or sending photos, recorded sound or video to any online space.
- Be respectful in the photos I take or video I capture and never use these as a tool for bullying.
- Not access or transmit inappropriate or illegal content or run unauthorised programs.
- Not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another user.
- Not attempt to use any software or web sites designed to deliberately bypass the school’s internet management systems.
- I understand that the system administrator or a teacher may request me to delete an application from my device if I am using it without permission.
- I understand that the system administrator or a teacher may request to view any content that I bring to school on my device and delete if inappropriate or illegal.
- I understand that failure to follow this agreement will result in removal of internet access and privileges.
- I understand that this agreement may change at any time without notice and that I can access the latest version online at [http://www.blackburnhs.vic.edu.au/our-school/school-policies/](http://www.blackburnhs.vic.edu.au/our-school/school-policies/)

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricular activities.