



The Elite American Private School

Student Use of ICT – Acceptable Use Notice for Students and Parents

Please read this policy carefully with your parent/carer and then both sign it. Return the signed copy to your ICT teacher. As part of your learning at The Elite American Private School you will use the internet and other ICT resources to help you with your work. It is important that you stick to the following rules to make sure you use the internet and ICT resources safely and appropriately.

1. At The Elite American Private we expect you to be responsible for your own behavior on the internet and when using ICT facilities, just as you are anywhere else in school. This includes materials and web sites you choose to access, the language you use and using safe practices such as not telling anyone else your login password.
2. When using the internet make sure you only go to suitable, educational sites. If you find any unsuitable sites you must report it immediately to your teacher.
3. Be careful in the language you use, particularly in email communications and only contact people you know or those the teacher has approved. You must not get involved in sending chain letters and only visit chat rooms when given permission to do so.
4. You may use social networking sites at home, however in school the use of these is not permitted and any occurrence of cyber-bullying using these or other ICT methods such as texting will be dealt with severely. You must use caution when posting information online including on social networking sites and blogs; you must not post material which could damage the reputation of yourself, other people or the school.
5. You must not download files to the computer or network from the internet or elsewhere without permission (they may contain viruses or damage the school network). In addition any attempt to bypass school security, such as hacking the network, will be treated as an offence for which you may be excluded from school.
6. It is important that personal information such as full names, telephone numbers and addresses (including email addresses) should not be given out and you must not arrange to meet someone unless this is part of an approved school project.
7. If you choose not to follow these expectations, you will be warned and subsequently, may be denied access to network or internet resources.
8. You may not contact members of the teaching staff via personal emails. Access via school emails is permissible as this is capable of being monitored.

I have read through the agreement with my child and agree to the above expectations.

Student Name: _____

Signed: (Parent) _____

If you have any concerns about Internet access at school, please contact the school's Academic Coordinator.

