Dear Parents and Students

As part of the King’s Baptist Grammar School curriculum, King’s permits student access to its computer network for curriculum activities, as well as various on-line facilities such as the Internet. King’s affirms the value of such research tools whilst acknowledging the possibilities for inappropriate use. We trust that students will make responsible choices based on the School’s Christian world view.

Students will be permitted:

- to use the computer network as part of their core curriculum activities
- use the Internet in connection with certain research tasks

Student access to the computer network is, however, strictly subject to King’s Baptist Grammar School’s policy on the use of its computer network. King’s Baptist Grammar School has prepared the Communications/Network Use Policy, which is designed to provide parents, students and teachers with guidelines for the proper use of the computer network for any curriculum activities.

This is an important document, and parents and students are asked to take the time to read it carefully.

Before permitting access to the computer network, King’s Baptist Grammar School requires students and their parents or guardians to sign and return this letter, acknowledging that:

- they have read the Communication/Network Use Policy and understand its contents; and
- they agree to comply with the Communication/Network Use Policy for the proper use of the computer network.

Any student who does not sign a letter and return this letter, and whose parents/guardians do not also sign this letter, will not be permitted access to the computer network.

The Communications/Network Use Policy

Please note that the Communications/Network Use Policy is not intended to place an onerous burden on students, nor is it very hard to comply with. King’s Baptist Grammar School actively encourages student access to the computer network as part of the school curriculum. Students will not breach the Communications/Network Use Policy if they use the computer network sensibly and responsibly. The Communications/Network Use Policy exists to protect King’s Baptist Grammar School and those students who use the computer system properly, against those students who do not.

The Internet

You need to be aware that inappropriate material (such as sexually explicit material) is available on the Internet. King’s Baptist Grammar School does not condone students accessing any material which is not connected with curriculum activities. Students are actively encouraged to use the Internet sensibly and responsibly to enrich their learning. Students who use King’s Baptist Grammar School’s computer network irresponsibly will breach the Communications/Network Use Policy and will be disciplined.

King’s Baptist Grammar School asks that you sign and return the enclosed document to your son/daughter’s form teacher as soon as possible. If you have any questions at all, please be sure to ask me about them.

Thank you

Information Technology Coordinator

King’s Baptist Grammar School
Computer and Network Use Policy

This policy sets out the rights and responsibilities for student use of the school’s digital resources at King’s Baptist Grammar School. It covers use of the computer network, internet, and laptops. Operational procedures for the Use of Laptops and Digital Citizenship Guidelines are attached as appendices.

GENERAL PRINCIPLES

- King’s Baptist Grammar School offers students a full range of research tools to enhance learning activities and maximise the scope of available resources so that students may be enriched by their learning experiences. Thus as part of the curriculum, students are allowed to access the school’s computer network and certain on-line facilities such as the internet.
- The computer network is available for students to use in connection with the academic curriculum, including research as prescribed by staff members.
- Subject to complying with this policy, all students have the right to access the network. It is expected to be in a fair and equitable manner as determined by staff members.
- Students will be educated in regards to Digital Citizenship (including Cyber-Safety).
- The School will have in place measures to limit access to inappropriate internet sites.
- Access to the computer network is a right which carries associated responsibilities as set out in this Policy. Breaches will be investigated and dealt with consistent with Behaviour Management policies. This may result in the withdrawal of access.
- Network activity which breaches criminal law will be referred to the police.

There are four aspects to this policy:

1. Computer Use Code of Conduct
   All interactions through the network will be guided by the FISHER principles (Fairness, Integrity, Service, Humility, Excellence, Respect/Responsibility)
   In particular, students should:
   ▪ respect the rights and privacy of other computer users
   ▪ obey the Law of the Land (e.g. copyright, harassment, discrimination: sexual, racial, gender, class, religion)

   In particular, students should not:
   ▪ interfere in any way with the legitimate work of other computer network users
   ▪ upload or download any software
   ▪ purchase goods or services via the computer network
   ▪ use the computer network to gain unauthorised access to any other computer network (i.e. hacking)
   ▪ spread computer viruses
   ▪ disclose their passwords or use any other person’s password to access the computer network
   ▪ impersonate anybody else or use pseudonyms (e.g. forging email messages)
   ▪ act to circumvent the schools measures in place to limit access to inappropriate sites (web proxy also known as proxy anonymisers or bypassers)
2 Internet Use and Charging
- The school undertakes to provide internet download credit each term for all students commensurate with their needs.
- to extend credit, the onus will be on the student to show:
  a. that all previous internet use has been in accordance with the Policy
  b. that the need for further access is legitimate for curriculum needs
Otherwise, further download access can be purchased when needed for curriculum use.

3 Network Privacy
- To ensure legal and legitimate school-endorsed practice, work created via the network is not private, and the School reserves the right to access student work including:
  - data on the network
  - sites accessed on the internet

4 Limitation of Liability
Students will be allowed access to the computer network as part of supervised curriculum activities. It is not practical that every student will be supervised individually when using the computer network, and King’s Baptist Grammar School expects students to act responsibly and sensibly when using the computer network.
To the maximum extent permitted by law King’s Baptist Grammar School does not accept any liability for loss, damage (whether direct or consequential) or any other liability howsoever arising which may result from any students unacceptable, unethical or illegal use of the computer network. King’s Baptist Grammar School makes no guarantee of any kind, whether expressed or implied for the access it is providing. This includes loss of data resulting from delays, no-deliveries, mis-deliveries, or access interruptions.
Use of any information obtained via the Internet is at the user’s own risk. King’s Baptist Grammar School denies any responsibility for the accuracy or quality of information obtained through its access to the computer network.