



Ballajura Community College

Acceptable Use of ICT Agreement



This agreement is made effective upon signature between Ballajura Community College ('BCC') and both Parent/Guardian and student, while the student is enrolled at BCC.

Access

- **Devices:** BCC owned ICT (*laptops, devices, software and licensing, etc.*) and Bring Your Own Device ('BYOD').
- **Wi-Fi:** connection to the Wireless Network.
- **Internet:** Students are limited to the Internet policies/filters set by DoE and BCC.
- **Printing:** Students will have access BCC printing services and multifunction devices (MFD).
- **Data Storage:** OneDrive is recommended as it provides a mobile solution with built in backup.

IT Support for BYOD

BCC IT Staff are only required to support the following with regards to BYOD:

- **Wi-Fi/Internet:** connection to the Wireless Network.
- **Printing:** connection to the BCC printing services and multifunction devices (MFD).
- **Software:** BCC IT Staff will not install college purchased software/licenses on a BYOD, unless it is to provide what is outlined in IT Support (see above). It is up to parents/caregivers to purchase their own.

Agreement

Cybersafety is an important issue for all students. By the time students arrive at secondary school most will already be regular and active users of digital technologies including social media tools such as Facebook. To protect all computer users and the computer equipment at Ballajura Community College (BCC), as well as to ensure the effective delivery of all Learning Technology related subjects, parents and students must agree to, and sign this **Acceptable Use of IT Agreement**. Logging on to the BCC network indicates that you agree to abide by this *Acceptable Use Agreement*.

Ballajura Community College recognises the need for students to be safe and responsible users of digital technologies. We believe that explicitly teaching students about safe and responsible online behaviours is essential and is best taught in partnership with parents/guardians. We request that parents/guardians work with us and encourage this behaviour at home.

Please read carefully and fully understand this document before you sign.

I will always follow the instruction of College staff and not attempt to gain unauthorised access to network resources. I will treat all computing equipment with care and respect and not consume food or drink near a computer. I will not install programs (games or other) on to any BCC computers, run programs without my teacher's permission, modify any settings on the computer, or use any inappropriate network commands. I will not copy software that breaks copyright laws or save inappropriate files onto any school storage device in any digital format. I will only print material of educational value relating to my schoolwork.

I will not use the BCC computing resources for commercial or financial gain or fraud. I will always use the Internet appropriately, safely, and for educational purposes only. I will only visit websites and search for information relevant to the work I am doing and will not search for, or view, inappropriate sites. I will not use messaging platforms, social media, or non-Dept of Education email facilities. I will inform my teacher of any inappropriate sites I may inadvertently come across. I will log on using my BCC user account only and not use or interfere with any other student's user account or work. I will respect others and communicate with them in a positive, supportive manner. If I bring my own device to College, I agree to adhere to the **College BYO Device Policy** that can be downloaded from the College website at <https://www.bcc.wa.edu.au>. I understand that if I do not adhere to this agreement, I will be subject to actions as detailed in the *Positive Student Behaviour Policy and Procedures*. I understand that Ballajura Community College may seek reimbursement for the repair or replacement of damage to College IT resources.

I also undertake to read and adhere to the Department of Education's '**Acceptable use of Online Services**' when I obtain access to the network.

I have read and agree with the BCC Acceptable Use of ICT Agreement.

Student Name:

Signature:

Date:

___/___/___

Parent/Guardian Name:

Signature:

Date:

___/___/___