



AUCKLAND GRAMMAR SCHOOL

Founded 1869

Information Services Department

Student ICT Acceptable Use Policy

Revision 1 - 2009

Dear Parent / Guardian

The Information Services Department operates a campus wide network of Information and Communication Technologies such as Computers, Internet Access, an education focused Intranet and Printing for student use. Each student is assigned a personal, password protected user account that provides access to each of these resources.

Use of Information and Communication Technology (ICT) at Auckland Grammar School is closely monitored and carefully controlled to ensure that students remain focused and make use of the resources provided in a curriculum oriented manner. This is further re-enforced by ongoing instruction from Teachers and members of the Information Services Department throughout the school year.

It is, however, impossible to guarantee the full supervision of each and every student at Auckland Grammar School. Therefore it is of greater importance that students develop a responsible behavior with regards to their learning when using ICT facilities and online networks and resources such as the internet.

This permission form is designed to help achieve that goal. We ask that all parents and guardians read and understand the policies and rules set out in the following document and acknowledge this by completing the acceptance sheet at the back of this document and returning it to school with your student where it will be retained by the Information Services Department for the duration of your student's enrollment at Auckland Grammar School.

Your student's access to the resources provided by the Information Services Department will be enabled upon receipt of the attached agreement, as part of the Form 3 ICT Introduction carried out during Term One or on an individual basis for students joining the school in Forms 4 through 7.

Further information on the schools ICT policies and procedures are included in the Homework Diary issued to each student at the commencement of their time at the Auckland Grammar School and also on the school website.

Regards,
Information Services Department
Auckland Grammar School

Introduction

Auckland Grammar School provides a wide range of Information and Communication Technologies (ICT) for curriculum based learning and the ongoing improvement of academic excellence.

As a responsible student committed to ongoing personal achievement, it is essential you have read and understand the policies and rules detailed below and also remain aware of the issues surrounding the use of ICT both within the school and during your personal time.

Failure to abide by these policies and rules, put in place for the safety of each student, will result in the immediate termination of your access to the schools ICT resources and possible consequences including disciplinary action undertaken by the school, or, in more serious cases, referral to the appropriate external authority (such as the New Zealand Police).

The Information Services Department is committed to providing a high level of quality resources in a safe and well supported environment and will not hesitate to take action in instances where it is believed a student is causing detriment to their own safety and achievement or that of their fellow students.

Basic Rules

As a student at Auckland Grammar School;

I will take the upmost care of Auckland Grammar School's ICT resources and treat equipment with the appropriate level of respect.

I will never deface, damage or otherwise interfere with the operation of ICT resources provided by Auckland Grammar School.

I will never make use of Auckland Grammar School's ICT resources for personal amusement by engaging in activities such as playing games, using online forums not related to the prescribed curriculum or making use of social networking services such as Bebo, Facebook or MySpace.

I will respect the appropriate copyright laws of all material and information I encounter and will correctly acknowledge all sources of information in my class work.

I will not engage in any activity such as displaying images or sending messages that may offend another person.

I will not engage in any activity such as sending messages or placing comments that may in any way threaten or harass another person.

I will never access or make attempts to access material that is objectionable or illegal such as Pornography, or engage in activities deemed illegal by New Zealand or International law such as Fraud, Electronic Crime (Hacking, Spamming, Identity Theft) or Harassment.

I will never access or make attempts to access 'time-wasting' online material such as web based games, comics, video and audio not directly related to the school curriculum.

I will never make use of software or services which breach copyright law or which interfere with the operation of the ICT resources provided by Auckland Grammar School, not limited to software such as Limewire, Kazaa, eMule and peer to peer networks such as BitTorrent.

I will never make use of online communication and messaging systems such as Windows Live Messenger, ICQ, AOL Instant Messenger etc. through Auckland Grammar School's ICT resources.

I will never disclose my personal details or those of others such as full name, phone number, email address, and physical address to any other party.

I will never agree to meet any person(s) I have initiated contact with online and shall immediately report any such attempts by others to arrange such a meeting to the Dean, Guidance Councilor or other Staff Member.

I will never make use of online trading or auction websites such as TradeMe, Ebay or Gumtree through the ICT resources provided by Auckland Grammar School.

I will not make use of personal communication devices such as Cellphones, iPhones or iPod's at any time within the school grounds.

I will not take images of any member of the school (staff or student) and distribute or transmit such images electronically without the express written permission of the school and/or the subject of said images.

I will never make attempts to circumvent security and policy restrictions put in place by the Information Services Department. Such attempts include making use of 'Anonymous Proxy Servers' or attempting to modify the configuration of / install software to achieve such a purpose.

Privacy Policy

I shall accept all responsibility for my privacy and security and that of others by;

Never revealing my password to another person.

Never making use of another persons user account at any time, even with their permission.

Never revealing personal details such as the Physical Addresses or Phone Numbers of myself or other students and staff at Auckland Grammar School.

Not engaging in any form of 'Electronic Vandalism' such as the transfer of malicious software (Spyware, Viruses etc.).

Immediately reporting any security issues, inappropriate websites or the misuse of Information Services resources by other members of Auckland Grammar School to the appropriate person.

