

Parent Owned Notebook: Acceptable Use Agreement

Connection & Use of Student-Owned Devices at Mount Lawley Senior High School

Parents/carers are asked to discuss this policy with their child before signing. Use of the school network is granted only to students who abide by the policies in this document. The full document is available online: <https://www.lawley.wa.edu.au/view/pon>

Acceptable Use Agreement

Students must:

- Keep their laptop/device safe and in their possession at all times while at school.
- Use the device only as directed by teachers. Activities such as playing games, listening to music, watching videos, online chatting/messaging, or accessing unrelated websites are not permitted.
- Not store inappropriate material on the device.
- Ensure their device has up-to-date anti-virus protection, as recommended by the Department of Education.
- Deploy school Self Service software to receive approved software updates.

Department of Education Online Services Agreement

Online services include anything accessed via the school's wired or wireless network. Students must:

- Keep passwords private and not use other users' accounts.
- Protect personal information, including names, addresses, photos, credit card details, and phone numbers.
- Take responsibility for all activity on their accounts and report any suspected misuse.
- Report any inappropriate or uncomfortable content to a teacher immediately. Examples include violent, racist, sexist, pornographic, offensive, disturbing, intimidating content, or material encouraging illegal/dangerous activity.
- Not attempt to access blocked or inappropriate sites.
- Only photograph or video staff/students with consent or teacher direction.
- Only use material from other sources if authorised by the copyright owner.
- Not create social media accounts that use the school logo or impersonate the school.
- Follow teacher instructions and use online services only for learning and educational research.
- Communicate politely and respectfully in all online interactions.
- Not use school online services for personal gain, illegal activity, bullying, or sending damaging material.
- Not alter computer configurations that interfere with monitoring by staff.
- Not damage or disable school computers, systems, or networks.

Monitoring

Student devices may be monitored at all times while at school. This may include:

- Remote viewing and control of the device.
- Access to browser history, logs, caches, files, and installed programs.
- Tracing activity to individual network accounts.

Students understand that:

- They are responsible for all activity on their accounts and for any breaches caused by others using their account.
- Misuse may result in withdrawal of access and other consequences in line with school policy.
- Legal liability may result from offences committed using online services.
- The school is not responsible for loss or damage to devices at school, home, or during travel.
- Insurance coverage for devices is strongly recommended.

By signing, I agree to abide by the Acceptable Use Agreement and confirm that I have read the complete Parent-Owned Laptop Policy:

<https://www.lawley.wa.edu.au/view/pon>

Acceptable Use Agreement

Name of Student: _____ Year: _____ Student Signature: _____ Date: _____

Name of Parent/Guardian: _____ Parent/Guardian Signature _____ Date: _____