



MOUNT LAWLEY SENIOR HIGH SCHOOL
An Independent Public School



Parent Owned Notebook –Use Policy

Current as of February 2026

Contents

Melbourne Declaration On Educational Goals For Young Australians _____	3
WA Curriculum And Australian Assessment & Reporting Authority (ACARA) Australian Curriculum Information Communication Technology (ICT) _____	3-4
Things Parents/Carers need to know _____	5
Summary of Computer Use _____	7
Parent Owned Laptop Overview _____	8
Department of Education/School _____	8
Online Services _____	8
Information Communications Technologies Usage Guidelines _____	8
Responsibilities _____	8
Students _____	8
Authorised Users _____	9
Authentication _____	9
Parents/Carers _____	9
Teaching Staff _____	9
The School _____	9
Guidelines For Proper Care of Laptop _____	9
Security and Storage _____	9
Transport and Handling Procedures _____	9
Occupational Health and Safety Guidelines _____	9
General Care of the Laptop Computer _____	9
Loss or Damage/Insurance/Warranty _____	10
Printing _____	10
Virus Protection _____	10
Software _____	10
Proper Conduct for Students _____	11
Self Service App & JAMFPRO Internet Usage _____	11
Acceptable Use Agreement _____	12
Software Copyright and Internet Regulations _____	12
Social Networking Sites (IRC, ICQ, Skype, Facebook, QQ, Twitter etc) _____	12
CyberSafety _____	13
Breaches of Conditions _____	13
Games _____	13
Acceptable Use Agreement Form _____	14

Letter to Parent/Carer

The Melbourne Declaration on Educational Goals for Young Australians has, as one of its central components, the development and attainment of core competencies in Information and Communication Technologies (ICT) in a rapidly changing world.

As part of our ongoing commitment to deliver the best ICT in an educational setting, we have reviewed an ICT model that is economically sustainable in order to continue fostering effective teaching and learning across all learning areas. Students need to develop the essential skills to become effective and creative users of information and communication technologies.

With this in mind, a voluntary Parent-Owned Model of laptops for students will be adopted. The Information Brochure identifies many of the queries parents are likely to have, as well as providing relevant information and suggested actions.

The model will provide benefits such as ensuring that all students have access to laptops from their entry into high school through to their completion of school. It will also enable teachers to develop ICT-based strategies in their preparation and teaching, as required.

Laptops can play an integral role in a student's educational environment. As a school, we are also aware that for some parents and carers the Parent-Owned Model may be financially challenging; however, we believe it is in the best interests of each child to access this technology as soon as practicable. Various options are available in the marketplace to minimise the initial cost outlay, including rent-to-buy options.

Students who do not own a laptop will still have access to computers in the laboratories and library and may borrow one for daily use, returning it at the end of the day. These devices will not be permitted to be taken home unless determined by the school. Students who have their computers in for repairs or are awaiting insurance claims will be able to obtain a loan computer from the school. This will enable all staff and students to continue their learning programs without interruption. Mount Lawley Senior High School is committed to ensuring students have equitable access to technology.

I hope you are able to join us in supporting your child's ICT educational journey. We see this as essential preparation for a rapidly changing world, equipping students with the skills required to remain competitive in any environment.

Western Australian Curriculum and Australian Curriculum, Assessment & Reporting Authority (ACARA): Information Communication Technology (ICT)

The Western Australian Curriculum and Assessment Outline currently encompasses ACARA's Australian Curriculum. Information and Communication Technology (ICT) capability is one of the seven general capabilities in the Australian Curriculum, and this is addressed through the learning areas. Students develop ICT capability as they learn to use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems, and work collaboratively across all learning areas at school and in their lives beyond school.

The capability involves students learning to make the most of the digital technologies available to them, adapting to new ways of doing things as technologies evolve, and limiting risks to themselves and others in a digital environment. The nature and scope of ICT capability is not fixed but is responsive to ongoing technological developments. This is evident in the emergence of advanced internet technologies in recent years and the resulting changes in the ways students construct knowledge and interact with others.

ACARA Australian Curriculum

Students develop capability in using ICT for tasks associated with information access and management, information creation and presentation, problem-solving, decision-making, communication, creative expression, and empirical reasoning.

This includes conducting research, creating multimedia information products, analysing data, designing solutions to problems, controlling processes and devices, and supporting computation while working independently and collaboratively. Students develop knowledge, skills and dispositions in relation to ICT and its use, as well as the ability to transfer these across environments and applications.

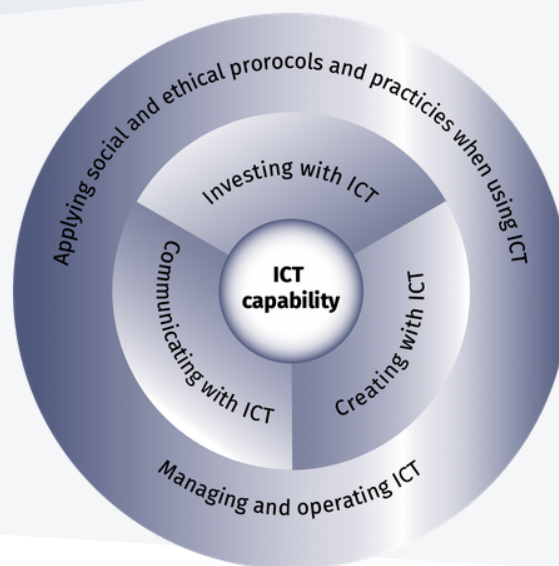
Students learn to use ICT with confidence, care and consideration, understanding its possibilities, limitations and impact on individuals, groups and communities.

ICT capability supports and enhances student learning across all areas of the curriculum. Students develop and apply ICT knowledge, skills, and appropriate social and ethical protocols and practices to investigate, create and communicate, while also developing their ability to manage and operate ICT to meet their learning needs.

Learning areas provide the content and contexts within which students develop and apply the knowledge, skills, behaviours and dispositions that comprise ICT capability. ICT capability is based on the assumption that technologies are digital tools that enable students to solve problems and carry out tasks. That is, the ICT system needs to suit the student and the task, while the student needs to develop an understanding of what the technology can do and an appreciation of the limitations under which it operates.

In this way, students come to perceive ICT systems as useful tools rather than feeling that they themselves are tools of the machine (Maas, 1983). The latter often occurs when users have limited understanding of how ICT systems operate and simply follow set, standard procedures determined for them by the system.

Therefore, ICT capability must take account of the types of tasks that provide authentic contexts for learning. The range of tasks is categorised into three sets: Investigating with ICT, Communicating with ICT, and Creating with ICT. Students also need the knowledge and skills to use ICT based on an understanding of the 'nature of the machine'. This is encompassed in the Managing and Operating ICT element of the continuum.



Source: <https://www.australiancurriculum.edu.au/f-10-curriculum/general-capabilities/information-and-communication-technology-ict-capability/>

<http://k10outline.scsa.wa.edu.au/home/p-10-curriculum/genera/-capabilities-over/general-capabilities-overview/general-capabilities-in-the-australian-curriculum>

Where To From Here?

- Be familiar with these guidelines
- Read, sign and return the Acceptable Use
- Agreement Form. Give the signed Form to your
- child to return to the Middle/Senior Office
- Consider which MacBook/Windows model is the
- best for your needs
- Look to purchase/rent/lease the laptop
- Warranty
- Insurance
- External Hard Disk for Back ups
- Hard Case Cover

Things Parents/Carers need to know

Why a MacBook?

We recommend a MacBook or MacBook Air for students taking courses in Media, Music or Photography, as teachers use Apple software in these courses. Free software, including iMovie, Photos, GarageBand and other applications, provides a cost-effective method of delivery.

Other factors that contributed to our recommendation of MacBooks include the following: the MacBook Air (M1 and later models) is durable and offers significantly longer battery life than many comparable laptops. The built-in "Time Machine" software allows students to easily recover lost files or restore their entire hard drive. All relevant software and macOS upgrades are available free from Apple, and students may also use iCloud for storage and backup.

Why Windows?

New Windows laptops offer improved battery life and are available in a variety of configurations. Windows 11 laptops are easily configured to the school network and provide students with the necessary requirements to connect effectively.

Only Windows 11 Pro is supported. Android laptops are NOT supported.

In addition, Microsoft Office is available free of charge for both platforms. The focus is on learning outcomes rather than learning how to operate software tools. Our infrastructure is designed to support end users in achieving this.

Minimum Requirements

While a number of different devices may join the network, each device must meet the following minimum requirements:

- Operating System: macOS 12+ or Windows 11 Pro
- Processor: Apple M1 (or later) / Intel i5 or better (PC equivalent)
- RAM: 16GB minimum
- Screen Size: 12-inch or larger
- Battery Life: All-day battery capability
- Storage: 256GB SSD or larger
- Wireless: 5GHz band compatibility (802.11ac). Devices that do not meet this requirement will not have access to the network.
- Capable of running Microsoft Office 365 software (Apple and Windows devices are suitable)
- Corporate-grade anti-virus software (e.g. McAfee, Symantec, etc.) for Windows devices

Unsupported Devices

Chromebooks will not be connected to the school's network and are not accepted, including for NAPLAN testing. Issues have also been experienced with some other Android devices. We do not support the use of iPad or iPad Pro in the classroom. School-based technical support is not available for these devices.

Do I Need Insurance?

Yes. Insurance for your laptop is required. It is essential to minimise any time without a laptop so that the normal teaching and learning program can continue without disruption. Please carefully read your insurance policies and understand what is covered. Stolen items should be reported to the police, and an incident number should be recorded for insurance purposes. Make sure that your home and contents insurance policy covers your laptop when it is away from home.

Loss or Damage

If theft occurs, it should be reported to the police, and an incident report number should be obtained for insurance purposes. It is the student's and parent's/carer's responsibility to cover any damage or loss that is deemed wilful or negligent and not covered by insurance. Carefully check your insurance policy, as BYOD (Bring Your Own Device) laptops are not covered by the school.

What Happens if Your Computer System Becomes Unstable or Corrupted?

The school recommends purchasing an AppleCare plan. AppleCare provides a three-year warranty and three years of telephone technical support. All of our recommendations are designed to ensure that students can operate their laptops in the classroom and at home with minimal disruption.

Adequate insurance coverage is essential. If the issue is software-related, it may be resolved using your Time Machine backup or by contacting Apple Support. Otherwise, the laptop should be taken back to the place of purchase.

AppleCare Support: 1300 760 237 (when prompted, enter access code 2961)

Things Parents/Carers need to know

Restrictions on Student Use of Laptops

We want students to remain educationally engaged with their laptops. Laptops are primarily educational tools, and students have a responsibility to use them appropriately.

Key restrictions include:

- Any software or games installed must be appropriately licensed.
- Files stored on the laptop at school must not breach copyright, and all content must be appropriate.
- Laptops must not be used for torrent sharing, cyberbullying, or accessing websites unsuitable for students under 18.
- Students should understand that the school will monitor activity on laptops at school, including internet access and email.
- The school reserves the right to inspect laptops if there is reason to believe they are being used for unlawful or inappropriate purposes.

What Happens if You Lose Your Data?

- A backup hard disk is required.
- MacBooks: Use "Time Machine" to back up your data to an external disk stored at home. This allows you to easily recover lost data.
- Windows laptops: A separate backup disk and software are required.
- Back up all data regularly to your external hard disk.
- Your external drive should be kept at home to ensure that your data is both secure and accessible, supporting a continuous teaching and learning program.

External Hard Disk and Laptop Cover

Yes. Both an external hard disk and a sturdy laptop cover are required.

- A back-up procedure is essential to prevent data loss and to ensure that teaching and learning programs can continue without disruption.
- The external hard disk is used to store and back up all files.
- A laptop cover protects the device during normal use.

Connecting Your Laptop to the School Network

Yes. Laptops may be connected to the school network if they meet the school's minimum connectivity standards.

- Students must adhere to the ICT Usage Guidelines.
- The Acceptable Use Agreement must be signed.
- Following these guidelines ensures that your laptop can be used effectively both at home and at school.

Summary of Computer Use

All students will be bringing their own MacBook or Windows laptop to school for classroom use.

Software Requirements.

- Ensure your laptop has the appropriate software programs needed for class, such as:
 - Word / Pages
 - Excel / Numbers
 - Keynote / PowerPoint
- Microsoft Office is available to all students, regardless of platform.
- All software updates on MacBooks or MacBook Airs are undertaken using the school's "Self Service" app, which also allows students to download Microsoft Office if required.

Daily Use Responsibilities

- Students are responsible for bringing their laptops to school fully charged each day.
- Laptops cannot be recharged at school, so chargers are not to be brought to school.
- Laptops must have a protective cover or case.
- Ensure the laptop is covered by AppleCare (for MacBooks) or a Windows equivalent, and that it is insured against loss or damage.

Data Backup

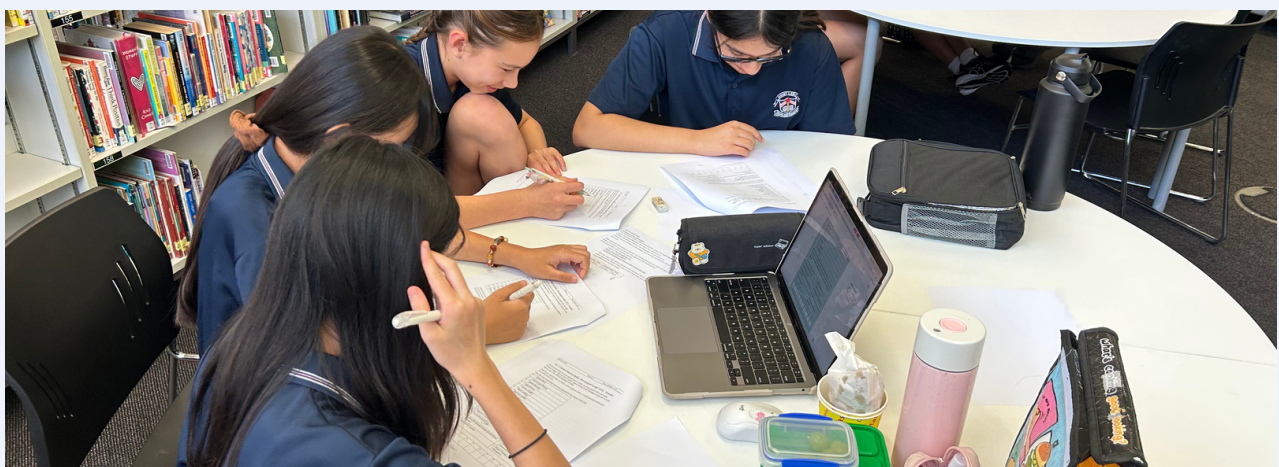
- Students must have an external hard drive to back up their work using:
 - Time Machine for MacBooks
 - An equivalent backup solution for Windows laptops
- The external drive should only be used for backups and kept at home—it should not be brought to school.
- Backups should be performed daily. At the end of each school day, students should:
 - a. Recharge their laptop
 - b. Back up their work to the external drive

Access to School Network

- Students will not be able to access the school internet or any ICT resources until the Acceptable Use Agreement is signed and returned to the Middle, Upper, or Senior school office.

Downloadable Resources

This booklet and the Acceptable Use Agreement can be downloaded from:
<http://www.lawley.wa.edu.au/view/pon view/20741112721802>



Parent Owned Notebook Overview

Online Services

Online services provided to students in public schools will only be used for learning-related activities. These services require informed parental/carer consent and appropriate management.

All activities conducted using online services may be logged and accessed for administrative, legal or security purposes at any time. This includes, but is not limited to email, calendaring, instant messaging, web browsing, web conferencing, discussion groups, online file sharing and storage, and internet access.

ICT Usage Guidelines

Responsibilities

Students

Students must use their laptop computers and the school computer network responsibly. Communications conducted on information networks are often public, and all school computer usage rules relating to student behaviour, conduct, safety and standards apply.

Students must understand that their laptop operates on a monitored school network system. When accessing school information resources, students are required to follow the policies and guidelines outlined in this document.

Students who fail to comply with the Acceptable Use Policy may forfeit access to the internet and/or the school network. It is the student's responsibility to bring their laptop fully charged to school each day. This is essential, as laptop chargers are not permitted at school due to Occupational Health and Safety requirements (power points and cabling).

Authorised Users

Persons authorised to use school ICT resources are students enrolled in the School, staff employed by the School, other persons having special authorisation from the Principal or nominee.

Authentication

Authentication is an identity and permissions check performed with a user ID and password when a user logs on to a computer system, using Nomad, changing all the passwords.

The School

Mount Lawley Senior High School respects and values academic freedom, the academic ethos, and the rights of students, staff, parents and carers who make up the school community.

The school must comply with all relevant laws and legal obligations regarding the use of its communications and information technology infrastructure within the jurisdiction in which it operates. Accordingly, the school has established the following conditions of use for its Information and Communication Technology (ICT) facilities.

Parents / Carers

Parents and carers are required to take responsibility for reinforcing the importance of the policy guidelines outlined in this document, as well as other relevant school policies, with their children. They should also monitor their child's use of the laptop, particularly at home, including access to media and information sources.

Teaching Staff

Teaching staff will monitor the use of laptops when accessing curriculum-related information. They will provide guidance and instruction to students on the appropriate and responsible use of these resources. This includes facilitating student access to information via their laptops to support and enrich the curriculum, while taking into account the varied instructional needs, learning styles, abilities and developmental levels of students.

The School

Mount Lawley Senior High School is committed to upholding the ICT Usage Guidelines and providing the physical and financial resources necessary to enable safe and educationally relevant access to laptops and associated curriculum facilities for both staff and students. To support this, the school has invested in specialised software that enables laptops to automatically connect to the school network upon student arrival and disconnect upon departure. The school also has a responsibility to ensure that any information published on the internet by students under the school's name complies with all legal requirements and community standards, particularly in relation to copyright and online safety.

ICT Usage Guidelines contd

Guidelines for Proper Care

Security and Storage

When a laptop is used away from school, students should avoid leaving it unattended or visible to the public (for example, in a vehicle). In these circumstances, laptops can become targets for theft. When the laptop is at home, ensure that normal domestic security practices are followed.

Transport and Handling Procedures

Students are encouraged to purchase a protective laptop case or carry bag. The case should have sufficient padding to protect the laptop during normal use and transport. Ensure that your name is clearly labelled on both the laptop and the protective cover.

Occupational Health and Safety Guidelines

The basic health and safety guidelines that apply to desktop computers also apply to laptop use:

- Keep upper arms relaxed at the sides of the body.
- Bend elbows to approximately 90 degrees.
- Keep wrists straight while typing.
- Change position every 15–20 minutes.
- Take a complete break every 30–60 minutes to stand up and move.
- Students with special needs will be catered for in accordance with Department of Education guidelines.
- Reduce blue light exposure by enabling Night Shift on a MacBook (System Settings → Displays → Night Shift). This function automatically shifts the display colours to the warmer end of the spectrum after dark. Alternatively, blue light filter software such as f.lux may be installed where appropriate.

General Care of Your Notebook Computer

To maintain your laptop in good working condition, students must follow these guidelines.

Students should **not**:

- Do anything likely to cause damage to any equipment, whether deliberately, carelessly or through misuse.
- Vandalise equipment in a manner that may damage the school's infrastructure.

- Eat or drink near the laptop in classrooms.
- Attempt to repair equipment at school.
- Remove any covers or panels at school.
- Disassemble any part of the laptop at school.

Staff will not accept data loss as an excuse for failing to submit work on time.

Loss or damage / insurance / warranty

Since home use carries a risk of accidental damage or theft, insurance for laptops is **highly recommended** to ensure your device is covered for loss or damage.

Carefully check your insurance policies regarding laptop coverage. If an insurance claim is partially or wholly rejected by the insurer, replacement of the device remains the responsibility of the parent or carer.

If loss, damage or theft occurs, the student or their parent/carer should report the incident to the Police. The school will not assume responsibility for the loss, damage or theft of a student's laptop. A Police incident report number may be required for insurance claim purposes.

You must carefully review your insurance policy to ensure it meets your needs. The cost of all non-warranty repairs due to negligence, accidental damage or other causes will be the responsibility of the parent or carer.

It is recommended that the laptop has the student's name clearly labelled on the underside to assist with return to the owner should it become lost.

AppleCare warranty or a Windows equivalent is recommended as part of your purchase. AppleCare Protection provides an extended warranty and 24/7 telephone support.

Ensure AppleCare and appropriate insurance coverage are included in any purchased, leased or rental arrangement. Windows laptops should also be insured.

ICT Usage Guidelines & Proper Care of Notebook

Printing

Printing will be supervised by the teacher in charge of the learning area in which the student wishes to print materials. Students must arrange for printing to occur during class time or at another time convenient to the classroom teacher. Students can only print from Apple Mac laptops.

Students should minimise printing wherever possible by using print preview, editing on screen rather than printing drafts, and spell-checking before printing. Students must not load paper into printers without permission.

Virus Protection

Windows laptops must be configured with antivirus software that regularly and automatically scans for viruses. If a virus is detected, or a viral infection is suspected, the student must inform the Network Administrator immediately.

Maintaining vigilance helps protect student work and the school network from the destructive nature of viruses. Free antivirus applications are available. The school's network is protected by enterprise-level virus protection systems.

Software

Upon purchase, the laptop may already be imaged with a range of software. The school holds appropriate licences for any additional software it installs on student laptops.

Students must ensure that all other software installed on their device complies with legal requirements. In other words, all software on any ICT device must be legal. Inappropriate or illegal software must not be installed on any ICT device.

Downloaded software must be legally obtained and must not infringe on intellectual property rights. Offensive or inappropriate material must not be stored on the laptop. Making illegal copies of material and distributing it to others is strictly prohibited.

The ICT Acceptable Use Agreement formally outlines the rules governing the use of software, networks, printers and the internet. All staff and students accessing Department of Education and school systems are bound by Department of Education policies and requirements.

Proper conduct for students

Students are **prohibited** from:

- Bringing to school or downloading unauthorised programs, including games.
- Accessing or playing online internet games.
- Deleting, adding or altering any configuration files relating to the school network.
- Breaching software copyright. Copyright laws must be observed at all times. It is illegal to copy or distribute school-licensed software. Illegal software obtained from other sources must not be copied to, or installed on, any school equipment.
- Introducing any virus or program that reduces system security or effectiveness.
- Attempting to log into the network using a username or password that is not their own, or attempting to change another person's password. No attempt should be made to discover another user's password or to gain unauthorised access to another user's account.
- Revealing their network password to anyone other than the System Administrator. Students are responsible for all activity conducted under their account and for all content stored on their laptop. As passwords must remain confidential, a user may not claim that another person accessed their account or home directory to breach school rules.
- Using or possessing any program designed to compromise or reduce network security.
- Entering another person's file directory or interfering in any way with another person's files, including attempting to alter any person's access rights.
- When the computer is on school grounds, it must remain connected to the school network.
- Students must not store, create, share, or engage in the following: obscene material (including pictures or text); obscene file names; insulting or discriminatory material; password-protected files that restrict authorised school access; copyrighted material without permission from the owner; photographing or video recording staff or students without permission (unless directed by a teacher); setting up social media accounts that use the school logo/crest or impersonate the school; or using social media to bully, harass students, staff, or parents/carers, or for any illegal activity.

Guidelines for Proper Care of Notebook

Self Service App and Jamf Pro

The school utilises Jamf Pro to provide efficient support for Apple Bring Your Own Devices (BYOD) laptops and school-owned devices. The school is currently investigating suitable management alternatives for Windows devices. Once enrolled in the system, student BYOD devices have access to network settings and configurations, as well as a range of school-purchased software designed to enhance the learning experience. This software is made available through the 'Self Service' app.

All software provided through Self Service is virus-free and configured so that students can download it via the school network.

Please be assured that Jamf Pro is not used to access private data or personal information. An additional feature of Jamf Pro is the ability to track lost or stolen devices and, if necessary, remotely lock them. Requests to activate this feature should be directed to the IT Team.

Students should not store any material on their laptop that they are not prepared to share with staff or parents/carers.

Student activity on laptops may be monitored while at school. This may include remote viewing and, where necessary, taking control of the device. School staff may request access to the laptop, including Internet browser history, logs, caches, files and installed programs.

Due to the software installed on these devices, laptops have the capability to create digital images, both still and video. Unless appropriate permission has been obtained, the taking of digital images may constitute an invasion of personal privacy.

Under no circumstances may a laptop be used to take or distribute digital images without the express permission of the person being recorded and the supervising teacher.

The school is unable to monitor laptop use outside of school hours. It is the responsibility of parents/carers to ensure appropriate use at home.



PARENT OWNED NOTEBOOK

Use Policy

Proper Conduct by Students

Students must:

- Follow school guidelines and procedures when preparing materials for publication on the web.
- Not use material from other websites unless they have permission from the creator. If unsure, students should check with their teacher.
- Not access material that is considered inappropriate. If students encounter such a site, they must immediately close the device and notify a teacher. They must not share or display the site to other students.
- Inform a teacher if they encounter information that is inappropriate or makes them feel uncomfortable. Examples of inappropriate content include violent, racist, sexist or pornographic material, or content that is offensive, disturbing, intimidating, or that encourages dangerous or illegal activity.
- Close email programs at the end of each session to prevent unauthorised access.
- Not reveal personal information, including names, addresses, photographs, credit card details or telephone numbers of themselves or others.
- Not disclose their password to anyone.
- Not allow others to use their online services account without teacher permission.
- Not access another person's online services account.
- Understand that they are responsible for all activity conducted through their online services account.
- Inform a teacher if they believe someone has interfered with or is using their online services account.
- Follow teacher instructions and use online services only for activities that support learning and educational research.
- Be courteous and use appropriate language in all Internet communications.
- Not use the Department's online services for personal gain or illegal activity, to bully, offend or intimidate others, or to send inappropriate material, including software that may damage computers, data or networks.
- Not damage or disable the computers, ICT systems or networks of the school, the Department of Education, or any other organisation.

- Be mindful of potential issues caused by sharing or transmitting large files online.
- Not use the Internet for entrepreneurial or commercial purposes.

Social Networking Sites

(Facebook, Instagram, Snapchat, TikTok, WhatsApp, and Discord etc.)

Social networking applications are not to be used at school unless directed by a teacher.

Students must:

- Not photograph or video staff or students without permission (unless directed by a teacher).
- Not set up or manage any social media account that uses the school logo or crest, or purports to represent the school without authorisation.
- Not use social media to bully, harass or intimidate students, staff or parents/carers.

Cybersafety

Parents/carers will be aware of incidents reported in the media regarding online safety. Personal information can be easily tracked and harvested by individuals with the relevant knowledge and intent. It is therefore important to remain vigilant and practise safe online behaviours.

The school conducts programs to educate students and parents/carers about cybersafety. Parents/carers are encouraged to visit the Australian Government's eSafety website for further information:

<https://www.esafety.gov.au/>

Other Websites

- thinkyouknow.org.au
- staysmartonline.gov.au
- cyber.gov.au/report
- esafety.gov.au/kids

Breaches of Conditions

Failure to adhere to these conditions may be considered misconduct, and appropriate action will be taken in accordance with school rules. If a student breaches the terms of the Acceptable Use Agreement, they may lose the privilege of using their laptop in class. Certain breaches, particularly those involving security or access violations, may require the school to report the incident to the Australian Federal Police or the relevant State Police.

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:

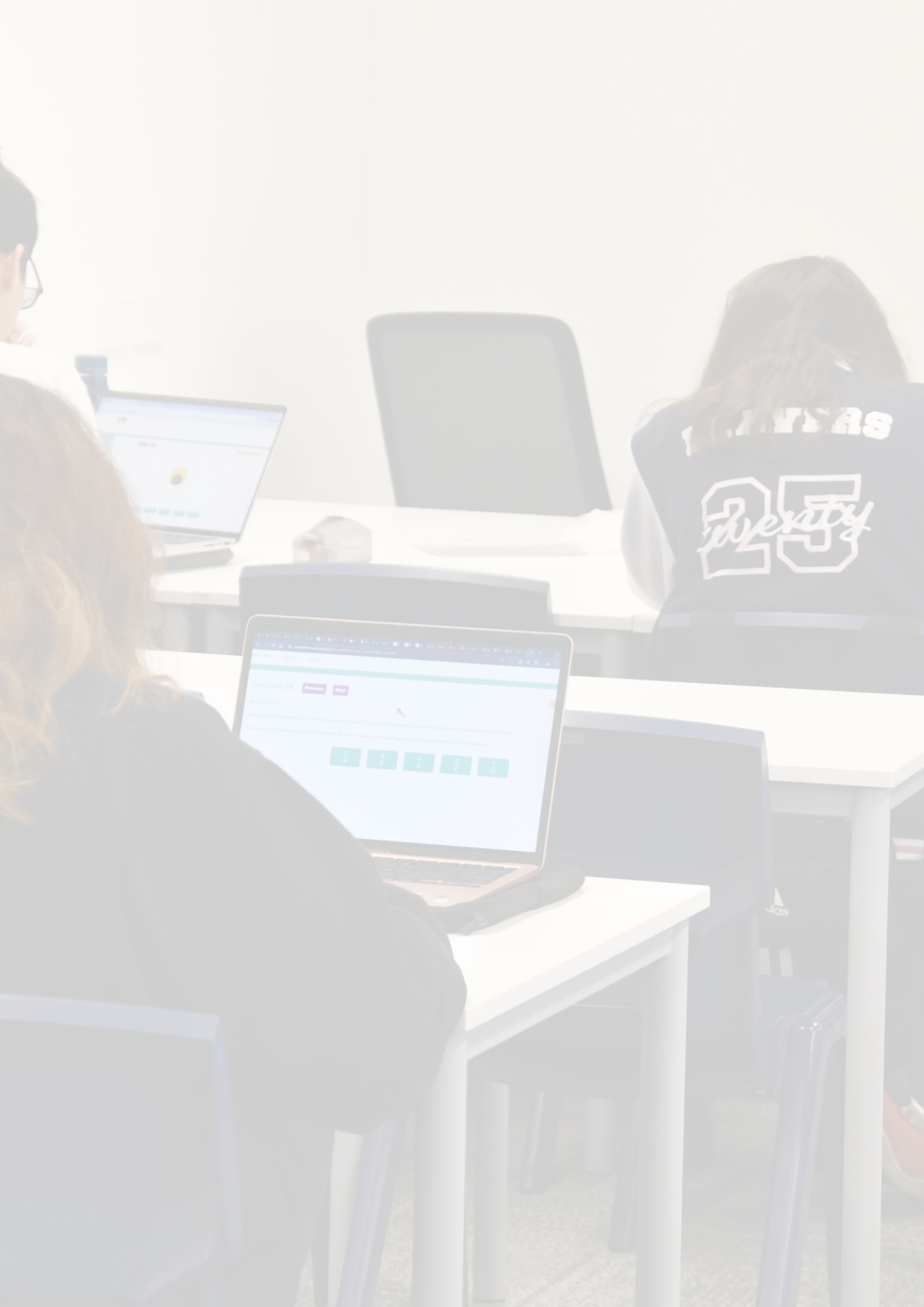
- Remote viewing and control of the device.
- Access to browser history, logs, caches, files, and installed programs.
- Tracing activity to individual network accounts.

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>



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- 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.

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- 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: _____



MOUNT LAWLEY SENIOR HIGH SCHOOL
An Independent Public School

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