Introduction

Heatherton Christian College's computer facilities are provided to allow students and staff to access and use a variety of computer hardware, software and information sources, including the internet and email. These facilities are provided to further the educational goals of the College community, through access to unique resources and opportunities for collaborative work.

Access to computer facilities and the internet is conditional on students and staff complying with the Internet Protocol.

Use of computers

- All computer screens will face into the classroom to enable effective monitoring by teachers.

Students will not:

- place food and drinks at or near the computers and associated hardware;
- use the computers and associated hardware unless there is a teacher supervising;
- alter the configuration of the computers;
- add or remove any software without permission from a staff member;
- add or remove any hardware; or
- place floppy disks that have been used outside the school, in the school computers.

Use of the internet

Students are permitted to either access or publish on the internet after they and their parents have signed the Internet Protocol.

Publishing on the internet

- Only the classroom teachers will upload onto the College web pages.

Email

- The classroom teacher will read all incoming email.

Misuse

Use of the computer facilities and the internet is a privilege, not a right. If it is misused appropriate discipline will be taken.
INFORMATION TECHNOLOGY
INTERNET PROTOCOL

Parent/Guardian’s Declaration

Child’s Name: ____________________________________________

Parent/Guardian’s Name: __________________________________

Date: __________________________

I have read and discussed the Internet Protocol with my child and I understand that internet access is designed for educational purposes at Heatherton Christian College. I also recognize that although the college has monitoring procedures in place to restrict access to controversial materials this is not always possible.

_______________________________________________________
(Parent/Guardian’s signature)

I give permission for my child to:

• access the internet for information within their classroom programs.

_______________________________________________________
(Parent/Guardian’s signature)

• publish written work on the internet using their first name only.

_______________________________________________________
(Parent/Guardian’s signature)

• publish artwork on the internet using first name only.

_______________________________________________________
(Parent/Guardian’s signature)

• appear, unnamed, in group photographs on the internet.

_______________________________________________________
(Parent/Guardian’s signature)

• send and receive external email from other primary school students.

_______________________________________________________
(Parent/Guardian’s signature)

• send and receive external email from other people and organizations as approved by their classroom teacher.

_______________________________________________________
(Parent/Guardian’s signature)

Please note: You may choose to sign some, all or none of the above
INFORMATION TECHNOLOGY
INTERNET PROTOCOL

Student’s Declaration (except Prep, Grade 1 & Grade 2)

When using the internet at Heatherton Christian College I will:

• surf only within the area specified by my teacher;
• not give my personal information such as my surname, address, telephone number, parent’s work address/telephone number;
• never send a person my picture or anything else without first checking with my teacher; and
• always have my teacher’s permission before sending email.

If I come across any information that is unsuitable or makes me feel uncomfortable I will click on home and then tell my teacher right away.

I have permission from my parents to:

• access the internet for information within my classroom program;
• publish written work on the internet using my first name only;
• publish artwork on the internet using my first name only;
• appear, unnamed, in group photographs on the internet;
• send and receive external email from other primary school students; and
• send and receive external email from other people and organisations as approved by my classroom teacher.

I have read the Heatherton Christian College Internet Protocol and agree to abide with the above rules.

Student’s name: ___________________________________________

Student’s signature: _________________________________________

Teacher’s name: ___________________________________________

Date: _____________________________________________________