

Seaview High School

Student ICT Acceptable Use Agreement

Seaview High School is committed to providing a cyber-safe learning environment to all students. This agreement must be read and acknowledged by all students, parents, caregivers or legal guardians prior to the use of any school and department ICT including platforms, applications, devices and services. This agreement applies to all on-site technology, software, hardware, loaned devices and personal devices connecting to the school network (including but not limited to BYOD, laptops, tablets, cameras and mobile phones).

Responsibilities

Learner devices are setup and managed by the school ICT Staff who are responsible for the maintenance and upkeep of software and hardware with any hardware repair costs incurred invoiced to families. To support the effective use of digital technologies for learning all learners are required to adhere to the following protocols.

Acceptable Use and Safety

When used appropriately, digital technologies and the internet can enhance learning and create opportunities that are personalised, collaborative and engaging. When using the school network, digital spaces and devices, learners will;

- Use the internet, digital spaces and school devices for learning purposes only.
- Use approved equipment only. From 2027, Years 7–9 must purchase an approved device via the school portal; continuing Year 8–9 students may keep their current device or replace it with an approved one. Years 10–12 remain BYOD. Only approved or existing BYOD devices are permitted on the school network.

Year Level (2027)	Device Requirement
New enrolments, Yr 7–9	Approved device via school portal
Continuing Yr 8–9	Keep current device, or replace with approved device
Yr 10–12	Remain BYOD as per specifications on our website

- Follow password creation protocols and keep personal passwords secure, including never sharing with a peer. If a password is breached, learners should notify staff and change their password immediately. This process can be facilitated in conjunction with our IT Department.
- Learners should only access other's learner's work via approved collaboration tools and for the learning purposes intended only.
- Report any offensive, inappropriate or illegal content or communications to a member of staff or the school IT Department.
- Learners must not use software designed to circumvent web and email content filtering or other security controls. Such software or settings should not be installed or enabled on devices. This includes unapproved VPN software, proxy websites, hacking tools or the use of built in device functions to bypass security controls.
- Learners must not use any form of mobile internet or hot spot access when onsite. This includes software that is designed to allow the remote control/access of a mobile device.

- AI (Artificial Intelligence) software and websites should be used in an appropriate manner and not used for plagiarism or the creation of inappropriate or offensive content.
- Personal information should not be entered onto websites that are not endorsed by the department, including writing aids, AI and chat websites (excluding EdChat).
- Hacking, cheating and plagiarism tools must not be installed or used on devices. This includes software that gives users an unfair advantage in games or other activities.
- Learners must comply with website and platform terms of use, including age restrictions, appropriate access to the site and use of resources.
- Security software approved by the school should be installed on all devices connected to school network or other department networks.

Caring for Hardware

Portable devices move between and around the school, home and a variety of other locations during the learning and private activities of the learners. This comes with a level of risk, and it is an expectation that learners take all reasonable steps to care for the equipment.

It is an expectation that learners will:

- Takes reasonable steps to ensure the security of the devices in all locations
- Keep devices clean and well maintained
- Report any damage to the school IT Department as soon as possible
- Report the loss or theft of a device to the school IT Department immediately
- Take all reasonable steps to keep the device away from food and drink and always use on a safe and stable surface
- Not remove any stickers or labels attached to the device until such time as it is no longer a school used education device

Personal Use

It is the expectation that the learner device has a primary function of being an education device, however, the school recognises that some personal use is always going to happen. All learner devices are managed with credentials established by Seaview High School in conjunction with the Department for Education. These credentials are colloquially known as EdPass Credentials. To protect the learner, the device and the school network we ask that only these credentials are used on the device and only used for education purposes. Learners will ensure that:

- Devices are managed with approved credentials only.
- Software updates and maintenance are managed through a Mobile Device Management system (MDM) known as JAMF School. Learners are encouraged to accept or approve all prompts from this system. These prompts are minimal, but at times there is a need for an update or security patch.
- Any changes made to the device settings must be for usability/accessibility or purely cosmetic.

Digital Learning Expectations

Devices have become such an integral part of supporting learning activities that it is expected that Learners will comply with the following expectations:

- Making sure their device is sufficiently charged at the start of every school day to get through a full day of learning activities.
- The device is safely stored and transported between home and school
- When at school, the device is solely used for learning purposes, this includes use of the in-built camera and microphone.
- Learners will ensure that their device connects to the school WiFi on arrival. This ensures their device receives any new management commands required for the day of learning ahead.

To support effective learning, learners must:

- Follow all instructions from School Staff regarding the use of their device including ensuring that applications used are those required for learning
- Are not to use their device to communicate with other learners or the public unless it is a specific function of the current learning activity.
- Not share the screen to any of the school displays unless instructed to do so by a member of the school staff.

Monitoring

Seaview High School and the Department reserve the right to monitor use of ICT assets used by learners. Learners that misuse assets or use assets in an inappropriate manner may have their access revoked or be subject to other in school consequences.

Acceptable Use Acknowledgement

Students

I have read and understood my obligations in relation to acceptable use of ICT assets at Seaview High School. I understand that my access to the Internet and other computer resources may be revoked if I fail to comply with the policy, and acknowledge that my activities using ICT assets may be monitored by the school.

Student name:	
Class/Homegroup:	
Signature of student:	
Date:	

Parents, Caregivers and Guardians

I have read and understood my child's obligations in relation to acceptable use of ICT assets at Seaview High School. I understand that my child's access to the Internet and other computer resources may be revoked if they fail to comply with the policy. I have ensured that my child has signed this agreement and discussed appropriate use and strategies to stay safe online with my child.

I understand that additional resources for parents on keeping children safe online is available on the eSafety Commissioner's website, [eSafety.gov.au](https://www.esafety.gov.au).

I consent to the use of Department endorsed technology products and services provided by the school for my child, including but not limited to Microsoft 365 and Google Workspace for Education and agree to the relevant terms and conditions of those products and services.

Name(s):		
Signature(s):		
Date:		

Please return this section to the school and keep a copy for your own reference.