

## **INTERNET USE – POLICY AND PROCEDURE**

### **STUDENT INTERNET ACCEPTABLE USE POLICY – AUP**

All students and teachers at James Sheahan Catholic High School have the opportunity of gaining free access to the Internet during school hours.

At James Sheahan Catholic High School we believe that the Internet provides an invaluable extension to the information resources available at the school. Therefore, students should have the same rights of access to this information resource as they do to other resources in the school, for example, the school library. However, all rights carry a responsibility and this responsibility applies to access to the Internet in a different way than it would to the use of library resources.

**At James Sheahan Catholic High School any student accessing the Internet will have the responsibility to:**

- ◆ Use Internet access for appropriate use only. Appropriate use at James Sheahan Catholic High School is regarded as use for educational purposes in the pursuit of learning and knowledge in accordance with the directions or guidance of a teacher.
- ◆ Appropriate use of the Internet at James Sheahan Catholic High School does not include student use of chat lines unless specified by a teacher as part of a lesson.
- ◆ Appropriate use of the Internet at James Sheahan Catholic High School excludes students from downloading of any software from the Internet unless specifically directed to by a supervising teacher.
- ◆ Exercise acceptable standards of language, manners and behaviour while using the Internet. Standards of acceptable language, manners and behaviour are those that apply throughout the school. These standards are outlined in the school rules.
- ◆ Undertake never to make known or use another person's Email or Network user name or password.
- ◆ Accept that the supervising teacher has editorial control over what students publish on the Internet during school hours.
- ◆ Accept any disciplinary measures for breach of the Internet Student Acceptable Use Policy in regard to inappropriate use of the Internet.
- ◆ Agree to use Email for educational purposes only and to accept the guidance of a supervising teacher as to what constitutes educational purposes.
- ◆ Undertake to acknowledge reference sources for all materials accessible on the Internet for use in assignments and research projects. Copyright remains with the authors of material published on the Internet and students must acknowledge these sources to the best of their ability. A referencing guide to material published on the Internet will be provided for students.
- ◆ Undertake never to publish personal details about themselves or others on the internet.
- ◆ Acknowledge that plagiarism is not acceptable and may result in loss of assignment marks.

Copyright and Disclaimer: The James Sheahan Catholic High School Web Based Resources site contains links to external sites. JSCHS has no control over information available through the Internet and assumes no responsibility for the content, availability or accuracy of information provided by other agencies or institutions.

## **GUIDELINES FOR INTERNET USAGE/PARENTAL AGREEMENT**



James Sheahan Catholic High School  
Anson Street, Orange NSW 2800  
PO Box 146, Orange NSW 2800  
Phone (02) 63621422  
Fax (02) 63620766  
Email: [jshadmin@netwit.net.au](mailto:jshadmin@netwit.net.au)  
Website: [www.jschs.nsw.edu.au](http://www.jschs.nsw.edu.au)

Dear Parents,

At James Sheahan Catholic High School, we believe that all students should have the opportunity to access this vast information network in the pursuit of learning and knowledge. However, we acknowledge that the problem of access to inappropriate sites and material is real and, have therefore, adopted the following strategies:

- ◆ Responsibility for acceptable usage is placed with the individual student
- ◆ No student will be allowed access to the Internet until the student and parent agreements are signed
- ◆ No student will be allowed access to the Internet unless a supervising teacher is present to monitor that access.

The Guidelines for Internet Usage, the Student Agreement and Parent / Guardian Agreement are all printed in the Student Diary at the beginning of each year. It is expected that students read the Internet Guidelines and sign the Student Agreement each year when they receive a new diary.

It is also necessary that the Parent / Guardian Agreement be signed each year and we ask your cooperation in this. Please read both the Guidelines for Internet Usage and Student Agreement and indicate your agreement to your son or daughter's signing of the Internet Agreement and Usage of the Internet at school.

All students will be asked to show their diary to teachers before using the Internet and so should have them with them at all times. Students who do not have their diary signed will be excluded from Internet classes until both the Student and the Parent / Guardian Agreements have been signed.

If you wish to discuss any of these matters, please do not hesitate to contact me.

Yours sincerely,

Principal.

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### **Parents'/Guardians' Agreement**

I/We \_\_\_\_\_ agree that our son/daughter

\_\_\_\_\_ be given Internet access as a monitored educational resource during school hours.

We have read the Guidelines for Acceptable Usage of the Internet at James Sheahan Catholic High School and accept that \_\_\_\_\_ should sign the Student Agreement and abide by these Guidelines when using the Internet at school.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## **GUIDELINES FOR INTERNET USAGE/STUDENT AGREEMENT**



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I, \_\_\_\_\_ have read the Guidelines for Internet Usage at James Sheahan Catholic High School and agree to abide by them.

I agree to:

- ◆ Use the Internet only for appropriate educational purposes as outlined in the Guidelines and under the direction of my supervising teacher.
- ◆ Maintain a standard of language and behaviour while using the Internet that would be acceptable generally within the school.
- ◆ Undertake never to divulge on the Internet another person's user name or password or publish personal details about myself or any other person.
- ◆ Accept that my supervising teacher has editorial control over what I publish on the Internet.
- ◆ Agree to use Email for educational purposes only and to accept the guidance of my supervising teacher as to what constitutes educational purposes.
- ◆ Observe copyright restrictions when downloading or using material from the Internet by following the referencing Guidelines provided for me by the school.
- ◆ Accept that my supervising teacher may ask to see my Internet Authorisation before allowing me access to the Internet.
- ◆ Accept that my Internet Authorisation may be withdrawn and my Internet access cancelled for unacceptable or inappropriate use of the Internet as outlined in the Guidelines for Internet Usage and this Agreement.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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### **Parents' / Guardians' Agreement**

I / We \_\_\_\_\_ agree that our son / daughter \_\_\_\_\_  
\_ be given Internet access as a monitored educational resource during school hours.

We have read the Guidelines for acceptable usage of the Internet at James Sheahan Catholic High School and accept that \_\_\_\_\_ should sign the Student Agreement and abide by these Guidelines when using the Internet at school.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_