



Learning Technologies User Rights and Responsibilities Agreement

Learning Technologies resources are available to all Hallett Cove R-12 School users to facilitate curriculum related information gathering and communication within the Hallett Cove R-12 School learning community. Hallett Cove R-12 School email accounts are provided for use in curriculum related activities and communication with learning advisors. The smooth and reliable operation of the school network relies on the proper conduct of all users who must adhere to the following agreement.

As a responsible user, I agree that:

- The Hallett Cove R-12 School email accounts, blogs, personal web pages, ePortfolios, DayMap, documents or any other computer-based material are **not private** and may be viewed by Learning Advisors at any time.
- I will log onto the Hallett Cove R-12 School network, DayMap or any digital device using **only** my own username and password.
- I will only use learning technologies at Hallett Cove R-12 School (including the Internet) for learning related activities.
- I will treat all learning technologies with respect and due care. Vandalism or any attempt to harm or destroy the technologies or the data of others may result in the suspension of my user rights.
- I will promptly report any damage to learning technologies hardware and/or software to staff.
- Software, desktop systems and operating systems are not to be changed, copied or introduced by me.
- I will not play, share or view information that is inappropriate on the Internet, USB drives, iPods, tablets, iPads, MP3 players, CD ROMs, DVDs or any other media.
- I will promptly report to staff any inappropriate material that is accidentally accessed.
- I will abide by copyright law by not copying and redistributing another's work. Users should acknowledge the rights of copyright owners.
- I will not use digital technologies to harass or bully other students.
- I will abide by conventions of etiquette and be respectful of others.

- I will not reveal personal addresses or contact numbers over the Internet including my own.
- I will not knowingly introduce a virus.
- If I am a participant in the *One-to-One Learning Program*:
 - I will ensure my laptop is charged in preparation for the next school day.
 - I will regularly backup data on my laptop to the network.
 - I will transport my laptop in the supplied protective bag at all times.
 - I will not damage or graffiti the laptop.
 - I will take all reasonable precautions to ensure that my laptop is not lost or damaged.
 - I understand that the use of the laptop and the Internet at home (*Take Home 24/7 Option*) are not the responsibility of the school.
 - I will be responsible for the safe keeping and ethical use of the computer.
Significant damage will result in the charge of a \$100 (GST incl) excess for repair (e.g. a broken screen) or full cost of replacement should this be needed. Any repairs which are covered by the warrantee will not attract a charge.

It is understood that this agreement will continue until it is:

- ***Revoked***
- ***Superseded or***
- ***My child leaves the school***

Please sign section 1 of the One To One Learning Program User Agreements 2014 form



Government of South Australia

Department for Education and
Child Development

T/A SA Government Schools CRICOS Provider 00018A

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