

# EYNESBURY COLLEGE EYNESBURY SENIOR COLLEGE

## ICT USER POLICY (STUDENTS)

Revised March 2004

*The following policy will be reproduced each year in the student Diary, subject to amendment from time to time. Year Coordinators and Tutors will be responsible for briefing incoming students.*

**Eynesbury provides students with access to computing, Internet and email facilities for study related purposes only.**

We take seriously our duty of care to limit access to inappropriate materials and to restrict inappropriate use of resources. We monitor and supervise student use of resources, filter as the Manager, Information Technology, deems appropriate and reserve the right to access any student files without notification. It follows that student use of the Eynesbury network is neither private nor confidential.

Each student is provided with an individual login, a password of his or her own choosing, an email address and a printing and an Internet usage credit. They are for the sole use of that student and may not be transferred to or used by any other student.

Continued access to Eynesbury's information and communication technologies is conditional on students not:

- Attempting to access or breach the security of any part of the network beyond directories and domains clearly designated for student use
- Attempting to evade any filtering system or protocols put in place by the Manager, Information Technology
- Participating in any use of the Internet or network deemed inappropriate by the Manager, Information Technology
- Accessing the network by using another student's login or password
- Wasting time on non-educational uses
- Downloading or uploading commercial software
- Violating copyright law
- Using the Internet or email for gambling or to conduct commercial business
- Visiting Internet sites which contain obscene, hateful or otherwise objectionable materials
- Downloading computer games or copying games without permission
- Accessing email other than through a registered Eynesbury account

- Using chat rooms, discussion groups and other mail services such as greeting cards and messaging other than those specifically created for teaching and learning
- Printing multiple copies of documents other than on the photocopier provided for student use
- Printing directly from the Internet
- Creating, posting or copying a virus
- Sending or retaining messages belonging to someone else
- Sending or retaining a message that is sexist, racist or otherwise prejudicial or inflammatory
- Sending or retaining a message which contains obscene language, messages, picture graphics or attached graphics files
- Sending or retaining a message which is obscene, defamatory or intended to harass another person

We reserve the right to remove a student's access to ICTs for inappropriate use. Penalties may include the disabling of login accounts, loss of Internet and email access, suspension and even expulsion. Any illegal activities will be reported to the appropriate authorities.

### Policy Revision

This policy may be revised from time to time without notice. The current version is always available in electronic form from staff at Front Desk or on *Policies at Eynesbury* on staff computers.