Scotch College provides Information and Learning Technologies (ILT), which include hardware, software, communication, and human resource services for students and staff to use within the provisions of the acceptable use policy and licence agreements.

- The aim and purpose of the College network is educational, to support schoolwork and research.
- Access to the network including Internet access, iShare, e-mail and printing, is a privilege and continued use depends on respect for the rules of the School and care of the equipment.
- All users are responsible for legal, financial and other obligations resulting from their use of the Internet.
- Students must report any malfunctions or damage to a computer/mobile device or technology such as digital camera to a teacher, or member of the ILT team.
- At no time should any user represent himself or herself as someone else. This practice is known as identity theft. There are however circumstances in which it is appropriate to maintain a level of anonymity (eg. chat rooms).
- Users will at all times respect the privacy and copyright of others. This means that the work of others must be fully acknowledged; files belonging to other users may be copied only with their permission; users may read their own mail only; passwords and personal details must not be disclosed.
- E-mail, Wiki and Blog messages must be courteous and respect the privacy and dignity of others.
- Users will be conservative with network downloads and only download data associated with their schoolwork.
- The College may at any time terminate, suspend or limit network access, Internet access or e-mail.
- The use of mobile device in class (such as the iPod Touch and iPhone) is to be directed by staff for students in Yrs 11 and 12. Students in other years must keep their mobile device in their locker during class time. Video and photographs may not be taken or distributed without the express permission of the subject.
- Mobile telephones are allowed at Scotch, but must be used sensibly. Boys may not make/receive phone calls without express permission from a staff member. Mobile telephones must not be used in class.
- Scotch College may check a computer, any storage devices, any school provided mobile device, internet usage logs, email and other communication mediums at any time to ensure I am complying with the spirit and intent of these policies.
- Scotch College requires that inappropriate/illegal software is not installed or downloaded onto computers or mobile devices that it provides for use by its students and staff.
- Scotch College under this Acceptable Use Policy requires all staff not to accept current students as a ‘Friend’ on social networking sites such as Facebook or other communications and collaboration systems not owned or managed by the College.

I agree that:

- I will use the College ILT Services (including Internet access, e-mail and printing) for educational purposes.
- I shall at all times be courteous and use appropriate language.
- I shall respect the College ILT equipment and resources.
- I take full responsibility for my use of the Internet, web services and e-mail.
- I shall not divulge personal details of any kind that could put anyone, including myself, at risk.
- I shall respect the rights, privacy and property of others. This includes their user IDs, passwords and files.
- I shall respect intellectual property rights and protect the College from infringement of copyright.
- I shall not plagiarise the work of others and shall fully acknowledge all material.
- I agree not to access unsuitable, offensive or illegal material.
- I understand that inappropriate use of the network, Internet, e-mail or other communication mediums including Social Networking sites, such as Facebook and YouTube, may result in disciplinary action.
- I will not invite or accept my teacher to be a ‘friend’ on social networking sites such as Facebook or other communications and collaboration systems not owned or managed by the College.
- I will be conservative with network downloads and only download data associated with my schoolwork.
- I will not make illegal copies of any software.
- I will not give illegal copies of any software to others.
- I will not install or download any software/data that may be illegal, inappropriate or offensive or use any software to infringe on the intellectual property/copyright of others (eg LimeWire, Peer to Peer filesharing).
- Scotch College may check my computer and any storage devices at any time to ensure I am complying with the spirit and intent of these policies.
- I understand that I can install software I have bought for myself, or that is bought by my parents, or downloaded from the Internet, I must comply with all the licence agreements for that software and I will be responsible for any ensuing consequences.
- I understand that software companies and copyright holders may take legal action against me if I break licence agreements or use software to infringe copyright.
- The Headmaster may impose penalties on me for copying, allowing software to be copied, or installing or downloading inappropriate or offensive software or media or otherwise failing to comply with these policies. This includes the use of software likely to infringe the intellectual property of others or activities likely to disrupt computing and network services (including wasting network bandwidth).
STUDENT

I have read the Acceptable Use Policy and agree to abide by the letter and spirit of the policy. I understand that in all transactions utilising ILT Services I am a representative of the College and will respect that responsibility.

STUDENT NAME .......................................................................................................... YEAR ...............
STUDENT SIGNATURE ................................................................................................ DATE ...............

PARENT/GUARDIAN

I have read and understood the Acceptable Use Policy and I accept responsibility for my son/charge.

PARENT/GUARDIAN SIGNATURE ............................................................................ DATE ...............

OR

STAFF NAME .............................................................................................................. YEAR ...............
STAFF SIGNATURE ................................................................................................ DATE ...............