Electronic Device Code of Conduct

The use of electronic devices such as ipads, tablets, laptops and desktops computers are an integral part of our education, and the school encourages all students to become proficient users through responsible use. In the event that the students cannot demonstrate responsible use, the following code of conduct applies.This code should be read in conjunction with the Internet Acceptable Usage Policy.

1. **Students will only use the Internet for education purposes. Students who misuse the internet shall have their personal access revoked. Students will be required to use a generic password/ log on under staff supervision. Students will also have to make up missed work when their personal access is re-instated.**
   - First offence: Up to 2 weeks
   - Second offence: Up to 6 months
   - Third offence: Permanent
   - Gross violation (Case specific eg pornographic material, fraudulent submissions or purchasing goods, student immediately moves to second or third offence level plus interview with parents.)

2. **Students, who deliberately view, download or save inappropriate pictures, information or software on school devices, will be banned access to all school devices for periods of time as per section 1. Students will be required to use a generic password/ log on under staff supervision. Students will also have to make up missed work when their personal access is re-instated.**

   Students should note that their Home Drives (H: drive) are monitored regularly.

3. **Students who use another student's internet access or a student allowing another student to use their access shall have their access revoked. Students will be required to use a generic password/ log on under staff supervision. Students will also have to make up missed work when their personal access is re-instated.**
   - First offence: Up to 2 weeks
   - Second offence: Up to 6 months
   - Third offence: Permanent

4. **Students who log into, or attempt to log into the school network using another person's login will be banned from using school devices completely for up to 12 months. Students will be required to use a generic password/ log on under staff supervision. Students will also have to make up missed work when their personal access is re-instated.**

   Note that such students who are enrolled in subjects, which have computer use as an integral component, may have to change subjects.

5. **Students will be banned access to the school network and therefore school devices if they. Students will be required to use a generic password/ log on under staff supervision. Students will also have to make up missed work when their personal access is re-instated.**
   a) deliberately change settings to hinder the operation of computers, or
   b) deliberately delete, destroy or install computer programs on school computers, or
   c) destroy or steal computer equipment
   - First offence: Up to 2 months
   - Second offence: Up to 6 months
   - Third offence: Permanent

6. **Students need to be aware that take home school devices such as laptops if accidentally damaged and not covered by warranty will incur the following costs:**
   - First incident: $50
   - Second incident: $100
   - Subsequent: $150

7. **Students need to be aware that they are responsible for the security and care of assigned devices. When theft or loss has occurred the following costs apply:**
   - First incident: $50
   - Subsequent cases :   full replacement cost