Electronic Communications Acceptable Use Policy

Rationale:

Student instruction and learning increasingly requires new technologies that alter the ways in which information may be accessed, communicated and transferred. The purpose of Electronic Communications within the Al Siraat College is to assist in the education of students as well as the day-to-day business of the school.

The purpose of this policy is to ensure that Electronic Communications are properly and efficiently used and that Al Siraat College is protected from problems such as error, fraud, defamation, breach of copyright, unlawful discriminations, illegal activity, privacy violations and service interruptions.

Guidelines:

1. The starting point for any electronic communication will be the school intranet, which is only available to members our community.
2. The Al Siraat College network is a tool for the use of members of the Al Siraat College community and users may access a broad range of appropriate resources. Students may explore libraries, databases, the Internet and bulletin boards, which will involve exchanging messages and information across the world.
3. Users understand that the use of electronic communication is a privilege and carries with it responsibilities. Users accept responsibility for their good behaviour on the entire school computer network in line with this policy.
4. Communication on the information networks is often public and users are to consider the confidentiality of any material they intend to send or receive.
5. The audience of an electronic message may be unexpected and widespread. Communications may be easily copied, forwarded, saved, intercepted or archived. Electronic communication must not be used to send material that is offensive, derogatory, defamatory, or illegal.
6. Users are made aware that Electronic Communications from the Al Siraat College network will be treated as School related and may be monitored by Authorised Persons.
7. Electronic Communications are potential delivery systems for computer viruses. All externally sourced material should be run through a virus scan program before being launched, opened or downloaded.
8. The ability to forward, distribute and download material greatly increases the risk of copyright infringement. Users are to be aware that the copyright material of third parties must not be used without authorisation, or due credit and reference.
9. Students and their parents, or guardians, are expected to sign a student agreement for access to the Al Siraat College network. Students who fail to honour this policy will incur the withdrawal of access to the Internet and/or school network as determined by the Head of Student Services.
10. Parents and guardians are responsible for setting and conveying appropriate standards at home for Internet use. The school will communicate this policy to Parents and to assist them in this task.
11. The school undertakes a commitment to implement and uphold this policy and provide appropriate physical and financial resources to enable safe and educationally relevant access to Internet for staff and students.

Evaluation

This policy will be reviewed as part of the College's three-year review cycle, however it may be reviewed before the review date in response to relevant changes, or as requested by the Principal or School Board

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