

**ICT Code of Conduct**

*This year students in stage three are enjoying refurbished 21st Century Learning Classrooms as well as specialised computer equipment. Computer equipment at Murwillumbah Public School is for educational purposes. The goal in providing these facilities is to promote educational excellence in teaching and learning programs via the increased use of technology. In accordance with DEC and school policy, students must adhere to this code of conduct.*

**Terms and Conditions**

Access to computer equipment at Murwillumbah Public School is a privilege, to which certain responsibilities apply. This privilege is extended to all stage 3 students, providing they work within the bounds of the rules defined by the school. Students wishing to use technology equipment and the internet must abide by the following rules.

**Level 1 Rules**

I will treat equipment with care at all times. This includes carrying laptops with two hands.

I will correctly charge my laptop at the end of each day.

I will keep our classroom as an organised, tidy and safe environment for the use of computer equipment.

I will inform an adult if I or my peers find something that is inappropriate on a computer.

**Level 2 Rules**

I will not delete, change or alter in any way the appearance, sound or set up on any computers without permission.

I will only touch and use my own computer, and will not touch any other student’s equipment.

I will not eat or drink while using computer equipment, or store my drink bottle near my computer.

I will not play games or access websites and programs during work time and without explicit teacher permission.

I will respect copyright laws and put things into my own words when researching.

**Level 3 Rules**

I will not deliberately damage any computer equipment in any way.

I will not access any other student’s individual accounts, files or passwords.

I will not use the internet to attempt to look up offensive or undesirable material.

Any student, who violates anyterm or condition of this Code of Conduct, will be disciplined accordingly. A note will be sent home informing parents of the offending behaviour and disciplinary results.

-A Level 1 breach will result in a warning. Two warnings will result in a level 2 breach.

-A level 2 breach will result in a minimum of 3-5 days loss of computer privileges. Two level 2 breaches will result in a level 3 breach.

-A level 3 breach will result in a minimum 2 week loss of computer privileges. Two level 3 breaches will result in permanent loss of computer privileges.

Barb Power, Gemma Rawson, Tim Gamble Les Daley

Stage Three 21st Century Learning Teachers Principal

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*I have read, and understand the above code of conduct and will adhere to the terms and conditions for responsible use of technology at Murwillumbah Public School.*

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