## Churchlands Staff Internet User Agreement

I agree to follow the online rules set out below when I use the internet or a log-on account:

### Communicating with Clarity and Precision while Taking Responsible Risks
- I will not let other people log-on to my account and if I do I know that I am responsible for all activities that occur.
- I will notify admin if I see anything that makes me feel uncomfortable.
- I will notify admin if I think someone is using my log-on account.

### Managing Impulsivity
- I will not give my password out to others.
- I will not give out my name, phone number, address, name of the school, photographs or other details about myself or others without checking student media access and school policies.
- I will take care when using the computer equipment and will not change the computer settings.
- I will not use the computers to be mean, rude or unkind about or to other people.

### Thinking about your Thinking
- If I download work or pictures from the Internet I will say where it comes from.
- I know that I am responsible for anything that happens when my online services account is used.
- I know that the school and the Department of Education and Training may see anything I send or receive using the email service.
- I know that I am responsible for what is saved on my thumb drive or in my documents.

### I understand that:
- That the misuse of online services may result in the withdrawal of access to services and other consequences dictated in Churchlands Primary Schools Behavioural Management Policy.

I agree to abide by the acceptable usage agreement for Churchlands staff.

I understand that if I am given an online service account and break any of the rules in the agreement, it may result in disciplinary action, determined by the principal in accordance with the Department's Behaviour Management in Schools policy.

Name of staff member: ____________________________ Date: ______________________

Staff signature: ________________________________

Admin signature: ______________________________  Date: ______________________