

ENNISKILLEN ROYAL GRAMMAR SCHOOL

ICT CONTRACT (School Copy)

The purpose of this contract is to provide rules for appropriate use of ICT facilities and resources. The School is concerned that you use these responsibly and only with the consent of your parents or guardians. This Contract has been drawn up to protect you as well as the School.

Please read the following rules carefully and, if you agree, sign below in the space provided. You should then pass this agreement on to your parents or guardians who should also read it carefully and sign in the space provided if they are in agreement with the terms.

Contract

I understand that the Internet and other ICT technology based tools including on line platforms such as *My School VLE* and hand held devices such as mobile phones are powerful resources which must be used responsibly at all times. I accept that I am personally responsible at all times for the safety/security of any devices I may bring to school. I understand that access to this technology must be in support of educational research or learning, and I agree to the following:

- I will not disclose my passwords to anyone other than a member of staff or my parent/guardian
- If I forget my password or have any difficulty with it, I will inform the ICT technician as soon as possible
- I will not log on to the system to allow any other student access to the network or the Internet
- I will use the resources, including printing facilities, responsibly at all times
- I will not deliberately browse, download or upload unsuitable material or distribute it to others. If I become aware of any such material I will inform a member of staff immediately
- I will not send material that could be considered offensive, bullying or illegal
- I will not reveal any personal information, including names, addresses, telephone numbers, etc of myself or others
- I will not use the ICT facilities (including wireless connectivity) to send or receive personal messages during class time
- I will be responsible and use only appropriate language when sharing my ideas and opinions in an ICT based communication
- I will be responsible in creating and publishing my work which may include images, texts or video clips in an Internet based environment
- I will not damage any computer or the computer network and if I discover any damage to the IT equipment, I will notify a member of the ICT staff immediately
- I will not record, manipulate, store or distribute in any format, electronic or otherwise, movie, video or still images of any member of the school community without their express permission in accordance with the DATA PROTECTION ACT (1998).
- I will not take part in any action that could be considered contrary to the spirit of this contract including any irresponsible use of digital technology outside of school which may cause offence to any member of the school community or bring the school into disrepute
- I understand that my school internet use is monitored and I will be denied access to the ICT facilities/Internet and may face disciplinary action if I violate any of the terms of this contract. This could include suspension in the event of a serious breach of the contract and, where necessary, appropriate police and legal action.

Pupil Agreement

I understand the above terms and agree to abide by them.

Pupil Name (please print) _____ Form _____

Pupil Signature _____ Date _____

Parental Agreement

I hereby acknowledge that I have read the agreement on pupil use of the ICT facilities. I understand that this access is designed for educational purposes and recognise that it is impossible for Enniskillen Royal Grammar School to restrict access to unsuitable or controversial materials. I agree not to hold the School liable for any unsuitable material that my son/daughter may access accidentally or acquire through his/her actions.

Parent's/Guardian's Name (please print) _____

Parent's/Guardian's Signature _____ Date _____