



# ICT User Agreement

## Agreement

At Catherine McAuley College Bendigo ("The College") our ICT user agreement promotes responsible technology use, emphasising ethical behaviour, and setting standards for college-provided devices. It prioritises digital citizenship, addresses security and privacy, discourages distractions, and encourages a collaborative approach with parents. The agreement ensures consequences for violations, fostering a secure and purposeful technology culture within our College community.

As a user at Catherine McAuley College Bendigo, I agree to the following:

- I agree to use the ICT resources responsibly, adhering to ethical standards in alignment with the College's Codes of Conduct.
- I commit to developing good digital citizenship skills, including respect for intellectual property, online etiquette, and responsible online behaviour.
- I will maintain the security of my accounts, passwords, and personal information to protect both myself and the college's digital infrastructure.
- I agree to handle personal information responsibly, complying with privacy regulations and College policies. I understand that ICT resources are primarily for educational purposes, and I will not engage in activities that may disrupt the learning environment.
- I will follow guidelines for staying safe online, including measures to prevent cyberbullying and dealing with inappropriate content.
- I accept the responsibility to care for and protect College-provided devices, following guidelines for proper handling and reporting any damage promptly.
- I will use established procedures to report any security concerns, inappropriate content, or violations, actively participating in maintaining a secure digital environment for the College community.

## Understanding

As a user at Catherine McAuley College Bendigo, I confirm I understand the following:

- I acknowledge that the information on the system is owned by the College and is the property of the College.
- I understand that if I breach the ICT Acceptable Use Policy, I may be subject to consequences as outlined in other College policies.
- I understand that I am responsible for the digital device and the content held on and accessed from that device.
- I am aware that the College reserves the right to monitor the usage of my device at any time, including access to websites from a private network.

- I acknowledge that when I depart from the College, it's my responsibility to return the digital device/s.
- I acknowledge that I will be charged for any damage to the digital device/s. These charges will be provided to me as an invoice or letter.
- I acknowledge that if the damage is not accidental that I will wear all costs to replace or restore the device to its original standards.

## Definitions

**Digital Citizenship:** Digital citizenship includes knowledge, skills and practices to engage safely and responsibly in a digital environment. This is considered an important skill for students to protect them from harmful content, cyberbullying, privacy risks, scams, viruses and more.

**ICT** – Information Communication Technology (ICT)

**Staff** - Including teachers and support staff, employed, seconded, or appointed by Catherine McAuley College Bendigo

**Student** – Enrolled student of Catherine McAuley College Bendigo (Includes past and present)

## Related Policies, Procedures and Forms:

- ICT Acceptable Use Policy - Student
- Student Use of Personal Digital Devices Policy
- ICT Backup and Recovery Policy
- Network Password Policy

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