



Tawa College: Guidelines For The Appropriate Use of ICT

Students are expected and equipped to be smart, safe and responsible in their use of Information and Communication Technology. They are guided by the School's values:

We are intellectually curious, creative and critical thinkers. Therefore, we...

- Ensure that the use of ICT and mobile devices at school is related to the genuine curriculum and education-related learning activities
- Recognise the authority and responsibility of staff to direct, permit, restrict and authorise the use of ICT at school and act accordingly

We foster fairness and a mutual respect and tolerance. Therefore, we...

- Do not use ICT to harass, bully, demean or hurt others
- Exercise appropriate care for the stewardship of the ICT property and the resources of the school and of other people

We strive for excellence and integrity. Therefore, we...

- Harness our ICT expertise and skills to support and enhance the work of the school, rather than engaging in destructive activities such as hacking, uploading viruses, damaging infrastructure, distributing spam or deleting the work of others
- Avoid allowing ICT-related distractions to detract from our learning or the learning of others at school
- Do not plagiarise, ensuring that we properly reference the work of others

We value the rights and insist on the responsible actions of each individual.

Therefore, we...

- Protect the privacy, confidentiality and the dignity of individuals by not disclosing, using, distributing or publishing information about individuals in any way that may cause them harm
- Do not utilise the identity, accounts, passwords or confidential details of other people

We cherish community, knowing that relationships are at the heart of living and learning. Therefore, we...

- Protect our relationships by not accessing, sharing, sending or publishing material that is hurtful, offensive, inappropriate or false
- Do not use ICT to photograph, video or record people in the school context, or publish or distribute those recordings, without the express permission of the supervising teacher
- Take responsibility for reporting inappropriate usage of ICT in the school community.