



## Cybersafety – Agreement Staff and All Other College Network Users

- 1 Please read this page carefully, to check your understanding of your responsibilities under this agreement.
- 2 Sign the appropriate section on this form.
- 3 Complete and return this form to the school office.

### Sacred Heart College will:

- undertake to keep the school cybersafe, by maintaining an effective cybersafety programme. This includes working to restrict access to inappropriate, harmful or illegal material on the Internet or school ICT equipment/devices at school or at school related activities, and enforcing the cybersafety regulations and responsibilities detailed in this Cybersafety- Agreement.
- keep a copy of this signed Cybersafety Agreement form on file.
- respond appropriately to any breach of this Cybersafety Agreement.
- provide members of the school community with cybersafety education designed to complement and support this Cybersafety – Agreement. make available a copy of this Cybersafety Agreement and the Sacred Heart College Cybersafety Policy on the school website.
- welcome enquiries about cybersafety issues.

## Responsibilities

My responsibilities:

- I will read the Sacred Heart College Cybersafety Policy and this agreement carefully. I will follow the cybersafety rules below whenever I use the school's computer network, Internet access facilities, computers and other school ICT equipment/devices.
- I will also follow the cybersafety rules below whenever I am involved with privately-owned ICT devices/equipment on the school site or at any school-related activity, regardless of its location.

## RULES

1. I will avoid any involvement with material or activities which are deemed to be illegal or likely to attract criminal charges and which could put at risk my own safety, or the privacy, safety or security of the school or other members of the school community.
2. I will take proper care of computers and other school ICT equipment/devices. I know that if I have been involved in the damage, loss or theft of ICT equipment/devices, I will be held responsible for the cost of repairs or replacement
3. I will ask IT Support Staff for clarification if I am not sure about anything in this agreement.

I have read and understood my responsibilities and agree to abide by this **Cybersafety Agreement**. I know any breach of this agreement will result in serious consequences.

Name: ..... Role: .....

Signature: ..... Date: .....