



# Erskine Park High School

## DER Laptops – Some Important Points

November 2009

Some students at Erskine Park High have access to DER NSW laptops. All people using these laptops have read and signed a laptop User Charter. All users are also bound by the school Information Technology Acceptable Usage Policy. It is important that these documents are read carefully and adhered to at all times.

Some important points regarding the use of DER NSW laptops are outlined below:

- Laptops are to be fully charged each night. Student must not bring the chargers to school
- Laptops are to always be in their protective case when being carried to and from school and between classes. If the case is damaged a replacement case will be required to be purchased. Cases are available from the school for \$12.50
- The laptops are only to be used during lessons for planned, teacher approved learning activities
- Laptops are a classroom resource to be used when required to complete learning activities. They do not replace other resources such as books calculators and pens
- Any material stored on the laptops must not breach copyright rules. This includes all music and video files
- Laptops are not to be used in the playground outside timetabled classes
- An area of the library is assigned for use of the laptops during recess and lunch times under the supervision of teachers. No games are to be used on the computers during these times.
- All material on the laptop must be legal and appropriate for use in classrooms
- No student is to use the laptop or resources to harass or distress others
- **Access to the network and the computer may be limited or suspended if the student contravenes the policies**
- **Student will only have their access restored when they demonstrate a clear commitment to not breaching the policy again. Further breaches will result in lengthy suspension from the network and may result in exclusion in some cases**

A copy of these points is available to all students and parents on the school website.

Any questions regarding the policies or the points above should be addressed to Mr Smith. Any matters relating to the maintenance or distribution of the DER NSW laptops should be referred to the Technology Support Officer, Mr Dodson.