LAPTOP EXPECTATIONS FOR YEAR 9 and 10 STUDENTS

1. Follow teacher’s instructions at all times regarding your laptop

2. Video recordings and voice recordings are only to be used in class for educational purposes at the direction of teacher

3. Teachers will ask you to turn your laptops to the front or laptops off to gain your attention

4. If you do not bring your equipment to practical lessons you will not be permitted to use your laptop without special permission from your teacher.

5. Teachers have the right to ask you to put laptop in bag if:
   - You are taking photos, video or making recording of others for non-educational purposes and without permission
   - Playing games
   - Sending emails
   - Bullying or harassing other

6. Students will be reported to the Principal and/or Deputy Principal and may have your laptop confiscated for any of the following:
   - Sending emails that are offensive, discriminatory or to bully or harass others
   - Sending emails to threaten others or start a fight
   - Sending sexually explicit or suggestive material in writing, in graphics or pictures
   - Allowing others to use your password
   - Misuse of the internet

7. Students should report to the TSO, or the Head Teacher Secondary Studies
   - Any internet site accessed that is considered inappropriate
   - Any security breach such as stolen passwords

8. Never allow others to use your password. Students will be held responsible for their actions

9. Log off at the end of every session

10. Never pass on information that was sent to you in confidence

11. Your laptop may be deactivated and/or confiscated and supplied for school use only if
    - You continually do not bring it to school
    - You are suspended for breach of the charter