

Computers at Alexandra Secondary College

The Alexandra Secondary College computer network is provided for staff and students to promote educational excellence by facilitating resource sharing, innovation, and communication. All students are given access to the network with an individual account. The network consists of computers in classrooms, computer labs, and small group pods. Students may have college-administered individual email and individual internet access, but will be charged on a user pays basis. Students can pay for internet access and for print credits at the office before school, during recess and during lunchtime.

Computer Use Policy

In order to maintain the computers and network in good working order we ask the following of the students:

- To look after the computers and software and treat the equipment with respect
- To keep their password a secret, and not tell anyone else
- To only use their own accounts, files and folders
- Not to bring in computer games or software on USB's or disks
- Ensure they don't change any computer or software settings
- Ensure that any files or documents they bring to school are appropriate for school
- Submit or send only appropriate messages and documents
- Follow copy right and other relevant laws
- Only use the school computer system for school related work
- Report any misuse of computer facilities to staff

** Please note that all student work, including email, is monitored.

If students are unable to comply with the above, they will be denied access to the computer system and disciplinary action will be taken. A list of such disciplinary actions is available from the College on request.

Before you use the computer facilities at Alexandra SC, we ask you to sign this contract which binds you to the following conditions. Removal from the computer system and disciplinary action will result if these conditions are broken.

Student Name: _____ Form: _____

Password: _____
(Must be a minimum of 6 letters or numbers)

I (the student) have read the rules and Computer Use Policy above and agree to follow the guidelines and conditions set in it.

Student Signature: _____ Date: _____

The office will fill in the information below and when you have been entered onto the system, a copy of this sheet will be returned to you.

Network Login: