



# BOT ICT User Agreement

**Tokomaru School**

*Honesty Respect Responsibility Perseverance*

## User Agreement

Name: \_\_\_\_\_

Position on Board: \_\_\_\_\_

Date: \_\_\_\_\_

## BOT Member Agreement:

1. I agree to use the schools ICT equipment (school owned/leased or my own privately owned leased ICT equipment) containing school data/information on or off the school site correctly and responsibly.
2. I agree to only access the school's Guest Wireless to conduct school business.
3. I agree that all emails I send will be constructive, informative, or inquiring the interest of the receiver and myself.
4. I agree not to give out others personal information such as names, addresses or telephone numbers (without prior permission).
5. I agree not to deliberately access information from, or post anything on, the Internet that would bring Tokomaru School into disrepute.

I understand that if I don't follow the guidelines above, I might lose the privilege of using ICT tools and equipment and/or the school may take disciplinary action against me.

BOT Member Signature: \_\_\_\_\_