



# LE FEVRE HIGH SCHOOL

## Cloud Computing Services Policy



### Document control

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**Government  
of South Australia**

Department for Education



# CLOUD COMPUTING SERVICES POLICY

## REVISION RECORD

Date	Revision Description
DRAFT April 2021	New issue date 9/4/2021



## CLOUD COMPUTING SERVICES POLICY

This policy sets out the terms on which you may access 'Cloud Computing Services' provided by the school, including but not limited to; Google Apps for Education, blogs, LearnLink Office 365 and or LearnLink Office 365 Pro Plus, ClickView, Snowflake, eBooks, Adobe Creative Cloud, Freshdesk, Trimble Sketchup, General Audit Tool, Wheelers ePlatform, Acer PAT, Naplan, SACE, GeoGebra. Le Fever High School reserves the right to sign-up students to other cloud-based services for educational purposes. Cloud computing involves the use of internet-based services (rather than a PC or school server) for functions such as email, blogs and data storage.

You will need to sign and return the ICT and Cyber-Safety Use Agreement before you will be allowed to access the Cloud Computing Services.

By signing the ICT and Cyber-Safety Use Agreement, you (including parents/guardians in the case of students under 18 years) are agreeing to the terms set out in this User Agreement, including the consequences of any breach of the terms.

Le Fever High School will use personal information, such as student's first name and last name to sign up to Cloud Computing Services. The services accessed by the students will have educational value and used as instructed by Le Fever High School staff.

### 1. Privacy Consent

Information that you transfer or store using the school's Cloud Computing Services may be stored by their respective service providers in the United States of America, or such other country as the cloud service providers may decide. By using the school's Cloud Computing Services, you are consenting to the transfer to, and processing and storage of your information in, such overseas location, even though the privacy laws in those countries may be different to the privacy laws in Australia.

### 2. Acceptable Use

You agree that you will not use the Cloud Computing Services to do anything that is against the law, and that you will not:

give your account password to anyone else;

access (or try to access) anyone else's account, or try to defeat any security controls;

send or help to send unsolicited bulk email (spam);

publish, send or knowingly access material that is pornographic, hurtful or offensive to other people, including material that is defamatory, threatening or discriminatory;

knowingly create or send any viruses, worms, Trojan horses or anything of a similar nature; or

disable, change, reverse-engineer or otherwise interfere with the Cloud Computing Services.

### 3. Monitoring

You agree that IT Support Staff responsible for IT systems will have the ability to (and may at any time) monitor your use of the Cloud Computing Services, including accessing and monitoring any data that you have sent or stored using the Cloud Computing Services, to ensure that you are using the Cloud Computing Services appropriately.



## CLOUD COMPUTING SERVICES POLICY

If you notice a problem with the Cloud Computing Services, or if you think that someone is trying to access your account (or someone else's account), you agree that you will tell the school's IT Support Staff immediately.

#### 4. Suspension or termination of use and other consequences

If there is an emergency security issue, or if you are suspected of making inappropriate use of the Cloud Computing Services, your access to the Cloud Computing Services may be suspended or terminated. This means that you might not be able to access your school's ICT services, including your school email account. If you are found to have made inappropriate use of the Cloud Computing Services, the school may also apply other disciplinary consequences.

### POLICY REVIEW

This policy shall be subject to review on a needs basis but no greater than a five year period. A basis for review will generally arise from curriculum renewal or changes to DfE, SACE or IBO requirements. The review team shall include the Executive Group and the Curriculum Leaders Team.