

	Policy Title	Information Communication Technology - Appropriate Staff Use
	Release Date	2020
	Review Date	2025
	Domain	

- 4.4 All written, graphic, audio and other materials created, produced, communicated, stored or accessed on Servite College ICT and privately-owned ICT being used at the College, including emails and other chat platforms, may be subject to monitoring by the school.
- 4.5 All written, graphic, audio, video and other materials created, produced, communicated and stored using ICT for school purposes, are the property of the school.
- 4.6 This policy works in conjunction with the Servite College Bullying & Harassment Policy.

5. POLICY

- 5.1 The use of College ICT resources should be for work related duties. Personal use which does not

material by downloading and further disseminating the material
use of ICT in a way that could constitute sexual discrimination or sexual harassment
communicating with or contacting students on a personal level via written or electronic means without a valid context
use of ICT that could constitute cyber bullying
storing, displaying, creating or sending sexually offensive material
use of ICT in a

7. REVIEW HISTORY

Year of Review	Reviewed By	Amendments
2024	Executive	Nil