

Cyberspace Acceptable Use Agreement

Use this as a template for your family's own Cyberspace Usage Agreement and then place copies of the agreement in clear view near each computer. Keep it simple with no more than nine main points.

Cyberspace Acceptable Use Agreement

- The family must not be brought into disrepute in any way
- Always keep personal information private.
- Only click on links you are sure of
- Only look at or run email attachments you are sure of
- Only install software supplied by a trusted supplier
- Be cautious before curious
- Tell mum or dad if something is wrong or seems strange
- If in doubt, always ask mum or dad for help

You can everyone sign it if you like.

Here are some more ideas for you to consider when developing your own Acceptable Use Agreement.

- Focal Statements
 - The intention of this agreement is to provide all members of the family with a safe and secure experience in cyberspace.
 - Parents are responsible for establishing the guidelines for conduct and acceptable use.
 - Parents are responsible for establishing penalties for breaches of this agreement.
- Privacy
 - The privacy of all family members will be respected at all times.
 - A family member will only access their own files.
 - Login and Password details will be kept confidential and changed regularly.
 - No private information is to be given to any person outside the family.
 - This includes but not limited to Date of birth, full name, maiden name, credit card details, drivers license details, banking details.
- Personal Communications
 - Polite and familiar language will be used at all times.
 - Un-trusted chat rooms and messaging systems will be used only with parental supervision.
 - "Trusted" websites may be accessed at any time.
- Physical Access
 - Guests may use the equipment logged on as a "guest" account and while abiding by the spirit of this agreement.

- Equipment designated for the exclusive use of a family member will only be used by other family members with permission from the designated family member or parent.
- Software Installation
 - Parents are responsible for the installation of all software.
 - Parents may delegate this task to other family members but remain responsible.
 - Supported operating system and security software automatic updates will be enabled.
- Data/Software Downloads
 - Download limits are the responsibility of all family members.
 - Data files will be downloaded only with parental permission.
 - This includes music, video, images or other documents.
 - Software will be downloaded only with parental permission.
- E-mail
 - Email attachments are to be opened only when you are 100% sure of the contents.
 - Links in emails should only be followed when you are 100% sure of the link.
 - Any unfamiliar email will be brought to the attention of parents.
- E-Commerce
 - Items are only to be purchased over the Internet with parental supervision.
- Internet Banking
 - Internet banking facilities may only be used with parental supervision.

If any policies are unclear or a situation arises that is not covered in this agreement then ask a parent to clarify the issue before proceeding.