

Acceptable Use of ICT Agreement for Years 4-6

When I use technology and the internet, I will always show our school values of *Respect, Responsibility, Resilience, Acceptance* and *Honesty*. I agree I will

- follow all teacher/staff instructions when using equipment and the internet
- use the equipment for educational purposes and only as directed by school staff
- display responsibility by never attempting to access personal files or accounts that belong to someone else (this includes school computers and online services such as Mathletics, Google Apps and Office365)
- keep myself and others safe by never sharing personal details
- help protect our school systems by never bringing, downloading or accessing unauthorised content on technology including (but not limited to) games, images, videos or music
- be respectful towards others in the content, opinions and ideas I upload or post online
- remember that content published on the internet is someone else's property and ask teachers/staff to help me seek copyright permission/list references when required
- think carefully about what I read on the internet and question whether it is from a reliable source
- only use online information to help me complete learning tasks and will not copy information or the work of others as my own
- ensure I am careful around technology and report any damage to a teacher immediately
- only use devices that belong either to me or the school
- only capture sound, videos or images of others when it is part of a lesson and I have both their consent and permission from a teacher
- talk to my teacher or another adult if
 - I need help online
 - I come across content or websites that are not suitable for school
 - I feel uncomfortable about anything online
 - I am unsure if an app or service is safe for someone of my age

In addition to the above, when I use a mobile phone or other mobile technology (including smartwatches), I agree to be a safe, responsible and ethical user by

- declaring and handing any device (other than a smartwatch) to my classroom teacher at the beginning of the school day and collecting it before leaving
- only using watch functionality if I have a smartwatch
- never capturing images, sounds or videos on a personal device without consent and teacher permission
- always following the BYOD program rules and agreements if I am a participant in that program.

Agreement

This *Acceptable Use Agreement* also applies during school excursions and extra-curricular activities. I understand and agree to follow the expected standards of behaviour set out within this agreement.

I agree to always follow the guidelines listed above and understand that any breaches may mean my access to technology and/or the internet at school is limited or removed completely.

Student's Name:

Student's Signature:

Parent Permission

I have read/discussed the above guidelines with my child and agree to allow my child to use the Internet and email at school. I recognise that although the school provides a filtered internet service, full protection from inappropriate content can never be guaranteed.

Parent/Guardian's Signature:

Date:/...../.....