

School Information and Communication Technology User Agreement Yr 1-2

Important rules I must follow:

1. School Information and Communication Technology (ICT), such as computers and iPads, can help me learn, they are not for play.
2. To be safe I must follow the Cyberspace safety rules.
3. The only time I will use the Internet, phones and e-mail at school is when a teacher lets me and is watching me.
4. I am not allowed to try and look at things on the Internet which I know are not for children
5. I will tell the teacher if I see or hear anything rude, naughty or frightening.
6. I will only write nice, helpful things when using ICT

I agree that:

I will be careful when using ICT:

- I will be careful and not break equipment
- I will only use software, websites and equipment that the teacher tells me
- I will not print anything unless the teacher tells me
- If anything happens and I don't know what to do next I will stop and ask the teacher

I will be considerate of other users:

- I will share when using ICT
- I will not copy things from the computer without help from the teacher
- I will not print anything without help from the teacher

I will be cautious when finding and sharing information:

- I will not give anyone on the Internet my name, email address, phone number or photos
- I will only use ICT to please mum and dad, my teacher and God.
- I will tell the teacher if I have any problems, or see anything bad, or naughty or that frightens me

If I bring a phone to school I will not use it unless a teacher is supervising and it will be kept in the office during school hours.

I understand that if I break this agreement in any way I may lose the right to use computers or have a phone at school. The School may also take disciplinary action against me in line with their discipline policy

Parent/Caregivers

I have read this Agreement and understand that my child is responsible for using school equipment and the Internet as outlined above with teacher support and supervision. I have talked to my child about the importance of obeying the rules for the computer. I have talked about being careful, considerate and cautious. I have asked them not to do anything bad or naughty on the computer and asked them to tell the teacher if they see anything bad, naughty or that worries them.

I give my permission for _____ to be given access at school to global information Systems such as the Internet or e-mail.

Signed: Father/Caregiver/Guardian _____ Date: _____

Mother/Caregiver/Guardian _____ Date: _____

School Information and Communication Technology User Agreement Yr 3-8

Important rules I must follow:

1. School information and communication technology (ICT) is to help with my classroom learning, they are not for play.
2. It is important to keep safe when using the Internet, mobile phones, e-mail and other ICT, this means I must follow the school's safety rules.
3. The only time I will use the Internet, mobile phone and e-mail at school is when a teacher has given me permission and is supervising me.
4. I am not allowed to try and look at things on the Internet which I know are not for children, do not reflect the special Christian character of our school or are against the law.
5. I will immediately report anything that I find on the Internet, mobile phone or other communication technologies that I should not have access to, to the teacher.
6. I must be sensible when using e-mail or text and not send messages which I would not want my parents or teacher to read, even as a joke.
7. Any password used at school must be shared with the teacher but must not be shared with any other person.

I agree that:

I will be careful when using ICT:

- I will not damage equipment
- I will not download or copy any files such as music, videos, games, programmes or software without the permission of a teacher
- I will not bring software from home to use on a School ICT
- I will not print anything without the permission of the teacher

I will be considerate of other users:

- I will not monopolise equipment - I will share
- I will not deliberately disrupt the ICT or the schools network
- I will not be involved in electronic vandalism like viruses or abuse
- If I accidentally come across offensive, dangerous or illegal material I will immediately remove it from the screen and tell the teacher, without showing any other students
- I will not take information from Internet sources and use it in my work without saying where I got the information from

I will be cautious when finding, using and sharing information:

- I will not give anyone on the Internet information about myself or others-this includes names, email addresses, phone numbers, addresses or photos
- I will only use ICT in constructive ways that do not break the rules of my family, School, religion or government.
- I will tell the teacher if I come across any problems

Google for Education guidelines:

- I will not use the school Google login to set up other accounts on the Internet without teacher permission, e.g. registering for a Facebook account.
- I understand that my Google account used to log into Google for Education software is under the school domain, and that teachers can access my account at any time and are able to monitor my use.

If I bring a phone to school I will not use it unless a teacher is supervising and it will be kept in the office during school hours.

School Information and Communication Technology User Agreement Yr 3-8

I understand that if I break this agreement in any way I may lose the right to use ICT or have a phone at school. The School may also take disciplinary action against me in line with their discipline policy. This may include shutting down my Google account.

Student

- I have read this Agreement and know the importance of the school rules for the use of computers and the Internet.
- I know that if I break these rules, I might lose the right to use school technology equipment and the school may take other disciplinary action against me.
- I agree to abide by the rules outlined by the school.

Student Name: _____

Signed: _____ Date: _____

Parent/Caregivers

- I have read this Agreement and understand that my child is responsible for using school equipment and the Internet as outlined.
- I have gone through the Agreement with my child and explained its importance, and that there may be consequences for breaking the Agreement.
- I understand while the School will do its best to restrict student access to offensive, dangerous inappropriate or illegal material on the Internet and through e-mail, it is the responsibility of my child to have no involvement with such material.

I give my permission for _____ to be given access at school to global information systems such as the Internet to or Google for Education software.

Further, I will be allowing my child to have a mobile phone at school Yes / No

If you would like to discuss these documents or need help with translation, please contact the School office

Signed: Father/Caregiver/Guardian _____ Date: _____

 Mother/Caregiver/Guardian _____ Date: _____