



SOMERS PRIMARY SCHOOL

GUIDELINES AND CONDITIONS ACCEPTABLE USE PROCEDURES FOR THE SCHOOL'S INTERNET AND MOBILE DEVICES

Part A – Agreement to be signed by the student and parent

OUR SCHOOL ICT ACCEPTABLE USE AGREEMENT

Our School believes the teaching of cyber safety and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school. 21st century students spend increasing amounts of time online, learning and collaborating. To be safe online and to gain the greatest benefit from the opportunities provided through an online environment, students need to do the right thing by themselves and others online, particularly when no one is watching. Safe and responsible behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home. Some online activities are illegal and as such will be reported to police.

Part A - School support for the safe and responsible use of digital technologies

Our School uses the Ultranet, internet and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly.

Your child has been asked to agree to use the Ultranet, internet and mobile technologies responsibly at school. Parents/carers should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.

At our School we:

- Have policies in place that outline the values of the school and expected behaviours when students use digital technology and the internet
- Provide a filtered internet service.
- Provide access to the Department of Education and Early Childhood Development's search engine connect .
- Provide supervision and direction in online activities and when using digital technologies for learning
- support students in developing digital literacy skills.
- Have a cyber safety program at the school which is reinforced across the school.
- Use mobile technologies for educational purposes (e.g. podcasts or photos from excursions)
- Provide support to parents/carers to understand this agreement (e.g. language support)
- Provide support to parents/carers through information evenings and through the document attached to this agreement for parent to keep at home

Part B - Student Agreement

When I use digital technologies I agree to be a safe, responsible and ethical user at all times, by:

- Respecting others and communicating with them in a supportive manner; never writing or participating in online bullying (for example, forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours).
- Protecting my privacy; not giving out personal details, including my full name, telephone number, address, passwords and images.
- Protecting the privacy of others; never posting or forwarding their personal details or images without their consent.
- Talking to a teacher if I feel personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behaviours.
- Carefully considering the content that I upload or post online; this is often viewed as a personal reflection of who I am.
- Investigating the terms and conditions (e.g. age restrictions, parental consent requirements). If

my understanding is unclear I will seek further explanation from a trusted adult.

- Confirming that I meet the stated terms and conditions; completing the required registration processes with factual responses about my personal details.
- Handling ICT devices with care and notifying a teacher if it is damaged or requires attention.
- Abiding by copyright and intellectual property regulations. If necessary, I will request permission to use images, text, audio and video and cite references.
- Not interfering with network systems and security, the data of another user or attempting to log into the network with a user name or password of another student.
- Not bringing to school or downloading unauthorised programs, including games.

Definition of Digital Technologies

This Acceptable Use Agreement applies to digital technologies, social media tools and learning environments established by our school or accessed using school owned networks or systems, including (although are not limited to):

- School owned ICT devices (e.g. desktops, laptops, printers, scanners)
- Mobile phones
- Email and instant messaging
- Internet, Intranet and Ultranet
- Social networking sites (e.g. Facebook, SuperClubsPLUS)
- Video and photo sharing websites (e.g. Picassa, Youtube)
- Blogs, including corporate blogs and personal blogs
- Micro-blogs (e.g. Twitter)
- Forums, discussion boards and groups (e.g. Google groups, Whirlpool)
- Wikis (e.g. Wikipedia)
- Vod and podcasts
- Video conferences and web conferences.

This Acceptable ICT Use Agreement also applies during school excursions, camps and extra-curricula activities.

ICT ACCEPTABLE USE AGREEMENT

I acknowledge and agree to follow these rules. I understand that my access to the Internet and mobile technology at school will be renegotiated if I do not act responsibly.

I have read the Acceptable ICT Use Agreement carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked. I also understand that if the device is lost or damaged outside of the warranty arrangement, that I will be liable for replacement and/or repair of the device.

Student Surname _____ **First Name** _____

Home Group _____

Student Signature _____

Parent/Carer Name _____

Parent/Carer Signature _____

Date _____

For further support with online issues students can call Kids Helpline on 1800 55 1800. Parents/carers can call

Parentline 132289 or visit <http://www.cybersmart.gov.au/report.aspx>