

ICT User agreement

2020 Edition



Orrvale Primary School Acceptable Use Agreement for Digital Technologies

Orrvale Primary School recognises the need for students to be safe and responsible users of digital technologies. We believe that explicitly teaching students about safe and responsible online behaviours is essential and is best taught in partnership with parents/guardians. We request that parents/guardians work with us and encourage this behaviour at home.

iPad General Use

- Students are responsible for all information and content on the device, which should adhere to this Acceptable Use Agreement guidelines for ICT (signed at the start of each year).
- The iPad should come to school each day with sufficient charge for the day's activities. Charging will not be an option at school.
- The iPad must not be left sitting on the ground, on a chair or left outdoors at any time. They should be left on tables or stored in tubs or bags when not in direct use.
- iPads may only be taken outside with the direct permission of a teacher.
- Teaching staff have the right to look at any application or file on the iPad at any time. Staff will make daily random checks on selected devices.
- The iPad must be used under the direction of teaching staff at all times. Misuse will result in temporary removal of the device.
- The school recommends that when using the iPad at home it is use in a family or common area and not in the bedroom

Student Declaration

When I use digital technologies and the internet 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 participating in online bullying (e.g. forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours);
- Protecting my privacy by not giving out personal details, including my full name, telephone number, address, passwords and images;
- Protecting the privacy of others by never posting or forwarding their personal details or images without their consent;
- Talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behavior;
- Thinking carefully about the content I upload or post online, knowing that this is a personal reflection of who I am and can influence what people think of me;
- Reviewing the terms and conditions of use for any digital or online tool (e.g. age restrictions, parental consent requirements), and if my understanding is unclear seeking further explanation from a trusted adult;
- Meeting the stated terms and conditions for any digital or online tool, and completing the required

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registration processes;

- Handling ICT devices with care and notifying a teacher of any damage or attention required;
- Abiding by copyright and intellectual property regulations by requesting permission to use images, text, audio and video, and attributing references appropriately;
- Not accessing media that falls outside the School's policies;
- Not downloading unauthorised programs, including games;
- Not interfering with network systems and security or the data of another user;

Nor attempting to log into the network with a user name or password of another student.

Student Commitment

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/student/family owned networks, computers, iPads and tools including (although are not limited to):

- School owned ICT devices (e.g. desktops, laptops, printers, scanners, cameras and iPods/iPads)
- Student/family owned iPads.
- Internet Sites
- Games and Apps
- Youtube

Student Name: _____

Class: _____ Date: _____

With my parents I have read the Orrvale Primary School 1-to-1 iPad Acceptable Use Agreement (AUA). I agree to follow the rules contained in the agreement.

I understand that failure to follow this User Agreement may result in me having my iPad and eLearning tools privileges suspended, limited or removed.

Student Signature: _____

Date: _____

Parent/Guardian Section

I have read the Orrvale Primary School ICT User Agreement. I give permission for my child to participate.

I understand that failure to follow this User Agreement may result in my child having his or her iPad and eLearning tools privileges suspended, limited or removed.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

For further support with online issues students can call Kids Helpline on 1800 55 1800. Parents/carers call Parentline 132289 or visit <http://www.cybersmart.gov.au/report.aspx>