

# Student Acceptable Usef Information and Communications Technology

To have access to schood asha- 6Bottom ]/ 6Botto4nl36 6 avs practices for the safety and privacy of myself and others

#### What I will do:

- x Treat the school's digital devices, applications and networks with care. I will use them responsibly for educational purposes and as instructed by my teachers
- x Use my username and password to accession applications and networks
- x Seek guidante from a teacher if I am unsure whether online behaviour is appropriate
- x Tell a teacher immediately liffind material or malware on school devices, applications o networksthat I think is inappropriate, or might breach the Acceptable Use Agreement or a student's privacy
- x Publish work and send emails using language I know is acceptable in my school
- x Respect the privacy of all computer users at school by correctly using passwords, and opening only my own work and emails
- x Be aware that it may not be possible **de**lete items stored on social media sites

#### What I will not do:

Security

- x Attempt to bypass security or access banned sites or material while using school devices, applications or networks
- x Download or install any software or store files on my school's co**erpfac**ilities without the permission of a teacher

#### **Privacy and Respect**

- x Photograph, record, or post video or sound of teachers or other students without the permission of a teacher and of each person photographed or recorded
- x Post or forwardnformation, images or videos that:
  - o Claim to represent the school without permission from the principal (e.g. images o me in school uniform)
  - o Contain inappropriate or hurtful material about members of the school community
  - o Might bring the school into disrepte
  - o Could be used to identify me, my family, or members of the school community without permission (e.g. names, passwords, phone numbers or addresses)
- x Joinsitesor postmaterialthat are hateful, racist, obscene, hurtful or contain inappropriate material.
- x Pretend to be another person when communicating on the Internet.

#### Integrity

- x Break copyright law by copying and/or using another personits
- x PresentAl-generatedwork as my own without notifyingeachers

Social media



#### Personal Digital Devices

x Use a Personal Digital Device at School unless I have completed thread Digital Device Agreement and received permission from my parents and the school

### Breaking the Student Agreement

If a student breaks the tudent Agreement, a number of steps can be taken:

- x Withdrawing individual logon to an intranet and/or the Internet for a period of time as deemed appropriate
- x Notify parents
- x Guidance from the ICT Coordinator or School Executive as to how to avoid future problems
- x Steps as outlined in the CECG Behavioural Support Policy

Student's signature (Year 3 and above)

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Parent/Guardian Acknowledgement			
I give permission for my child		in	(year level)
to use digitaldevices, applications and networks	v /W		-

- x Have read this Student Agreement and accompanying Student Acceptable Use Policy
- x Agree to my child transmitting work electronically to teachers and having the work published where the schoodonsiders that to be appropriate
- x Have talked to my child about safety, privacy and copyright concerns when using computers at school and home
- x Consent to my child's use of the Sool's student email system and education applications such as Google Apps for Education, that consequently some data including students' email account details may be transferred, securely stored and processed outside of Australia
- v Information about the security and privacy features of Google Apps for Education may be found at <a href="https://www.google.com/enterprise/apps/education/benefits.html">https://www.google.com/enterprise/apps/education/benefits.html</a>

Parent/Guardian's signature:

Name:

Date:

Please return this form to school as soon as possible.

Your child will be unable to use the school's network or the Internet until this form is returned. Thank you



# PERSONAL DIGITAI DEVICEAGREEMENT

Personal DigitalBDC q965(elfac73Q q 16g/em7ogs 676.250 67

I request permissioto bring and use the following devices for educational purposes:

usinga personal digital device.

- x Ensure my device is stored securely when not in use.
- x Ensure my device has **up**-date operating systems of tware and hardwarp atches including antivirus protection on appropriate devices

### What I will not do:

x Use software to disguise mixportion or device while accessing the school network uch ross-1 x

## Breaking the Personal Device Agreement

I acknowledge that if I break the Personal Device Agreement, the school may confiscate my device and return it to parentsban me from taking personal devi**se** o school and/or bathe device from accessing the school network If required, personal devices may be provided to law enforcement rather than returned to parents.

Name:	Date:		
	Date		
Parent/Carer's Acknowledgement			
l give permission for my child		in _	(year level)
to bring and use			

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