

Excellence Respect Responsibility Persistence Honesty

Nar Nar Goon Primary School



Email: nar.nar.goon.ps@education.vic.gov.au
School web-site: <http://www.narnargoonps.vic.edu.au/>

F-2 DIGITAL TECHNOLOGY ACCEPTABLE USE AGREEMENT

NAME: _____ YEAR: _____

I promise:

- I will keep all food and drink away from the computer / laptop / iPad
- I will take care of all digital technology
- I will use the computer / laptop / iPad / interactive whiteboard only when directly supervised by the teacher
- I won't tell anyone my password apart from my teacher
- I will not tell others about myself through e-mails or internet sites
- I am responsible for accessing and publishing appropriate material
- I will hand all electronic gadgets, including mobile phones and iPods, into the office or my class teacher when arriving at school and collect them when leaving school
- I will not use mobile phones or iPods whilst at school for any purpose, including taking photos during school time and bus travel
- I will turn off my computer/ laptop or iPad and tell the teacher immediately if I see or hear anything on a website or receive any message that I don't like or make me feel unsafe
- I will only print what I need and ask my teacher to print in colour
- I will use the "Golden Rule" before I post anything online or send messages
- I will gain permission before using any personal digital resources (including iPods, mobile phones, iPads etc) from home
- When using technology at home to communicate with school, I will only be in a shared, communal area with parent supervision. This includes but is not limited to Seesaw, Student emails (Ed Depart. assigned) and the online conferencing program Webex Meetings. I agree to using these sites and applications respectfully and safely

I acknowledge and agree to keep my promise. I understand that my access to the internet and digital technology at school will be stopped if I do not act responsibly. 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.

N.B This agreement will apply for the year.

Name of Student: _____ Student Signature: _____

Date: ____/____/____

*I have read and discussed this 'I Promise' ICT agreement with my child.

Name of Parent / Guardian: _____

Signature of Parent / Guardian: _____

Date: ____ / ____ / ____

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YR 3-6 DIGITAL TECHNOLOGY ACCEPTABLE USE AGREEMENT

NAME: _____ YEAR: _____

I agree that:

- I will respect the resources and use them properly
- I will log on using only my class or individual "user name", including when accessing the internet sign in programmes such as Essential Assessment, Lexiles and email
- I will only save appropriate files for my school work onto my USB
- I will only download items related to my school work and ask before I print anything
- Network facilities, including the internet, are to be used for school work purposes only
- Educational games that are used at school are only to be used with teacher permission
- I will use digital resources safely to avoid damage and harm to the resources and to people
- I will not change settings on digital technology
- Food and drink will be kept away from digital technology at all times
- When I finish using a digital resource, I will log off correctly and shut down if I need to
- I will place the device back into the correct charging station. If in the Computer Lab I will leave the room/working area in a neat and tidy state
- I will report an inappropriate website I find by accident, to a teacher, and leave it immediately
- The content of my communications, eg email messages, blogs and downloads must be appropriate and respectful
- Cyber Bullying is taken seriously and I understand it will not be tolerated at this school
- I will only play music with my teacher's permission
- I will gain permission before using any personal digital resources (including iPods, mobile phones, iPads etc) from home
- I will look after my own property (headphones and USB) and anything that becomes damaged I will replace
- I will hand all electronic gadgets, including mobile phones and iPods, into the office or my class teacher when arriving at school and collect them when leaving school
- I will follow the Digital Technology Policy guidelines on Copyright, Privacy Settings & Social Media
- When using technology at home to communicate with school, I will only be in a shared, communal area with parent supervision. This includes but is not limited to Seesaw, Student emails (Ed Depart. assigned) and the online conferencing program Webex Meetings. I agree to protocols of using conferencing sites with teachers and will remain respectful

I have read the ICT 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 digital technology access privileges being suspended or revoked. I understand that when using the internet, I am part of a wider digital community and agree to use this space ethically. I am aware that what I share in a digital space can be accessed by others and used at any time. I also understand that if the device is lost or damaged outside of the warranty arrangement, that I will be liable for replacement or repair of the device

Name of Student: _____ Student Signature: _____ Date: ____/____/____

*I have read and discussed this Digital Technology agreement with my child.

Name of Parent / Guardian: _____ Signature of Parent / Guardian: _____