Information & Communication Technology Acceptable Use Agreement

1 Rationale and Purpose

Information and Communications Technology (ICT) focuses on providing students with the tools, knowledge and skills to enhance and enrich their learning. All students will use ICT as a routine part of classroom activities across the curriculum and will develop an understanding of the implications of the use of ICT and their social and ethical responsibilities as users of ICT. The knowledge, skills and behaviours identified for the ICT domain enable students to develop new thinking and learning skills that produce creative and innovative insights and develop more productive ways of working and solving problems individually and collaboratively. The knowledge, skills and behaviours identified for this domain enable students to:

- develop their thinking and learning skills
- explore productive ways of working and solving problems individually and collaboratively
- create information products that demonstrate their understanding of concepts, issues, relationships and processes
- communicate locally and globally to solve problems and share knowledge

Nathalia Primary School encourages the use of new technologies in education and provides the resources and programs to develop these essential skills in a responsible manner.

STUDENT’S DECLARATION

When using computers and netbooks at Nathalia Primary School I will:

- not use computers and associated hardware for anything other than educational and school activities without permission
- keep my passwords private and not use anyone else’s password
- not alter the configuration of the computers or add/remove any software without permission from the Information & Communication Technology Coordinator
- not block or cover computer screens to make it difficult for teachers and others to view what is on the screen
- not print without a teacher's permission
• not place food and drinks at or near the computers and associated hardware
• not attempt to break into the network
• I will not change the icon names, desktop pictures, remove keys or labels from computers/equipment.
• I acknowledge that the network and my files will be monitored by the school for correct usage.

When using the Internet at Nathalia Primary School I will:

• not download computer programs or files without the teacher’s permission
• search only within the area specified by my teacher
• not give out personal information such as my surname, address, telephone number, parent’s work address/telephone number or any other person's details
• never send a person my picture or any other details without first checking with my teacher and always have my teacher’s permission before sending e-mail
• not send or respond to any messages that are mean or in any way make me or others feel uncomfortable
• not copy or redistribute other people’s work without acknowledgement
• I agree to think carefully about what I read on the internet, question if it is from a reliable source and use the information to help me answer any questions. (I should not copy and paste the information as my answer)
• I will never take part in online bullying and will report it to a teacher if I am aware of it occurring.

When using iPad’s at Nathalia Primary School I will:

• not use iPad’s for anything other than educational and school activities without permission
• not block or cover computer screens to make it difficult for teachers and others to view what is on the screen
• not place food and drinks at or near the iPad’s and associated hardware
• I will never take part in online bullying and will report it to a teacher if I am aware of it occurring.
• My school email accounts are to be used at school in a careful, safe, responsible, well-mannered way which follows our student engagement policy.
• I acknowledge that the network and my files and applications will be monitored by the school for correct usage.
• If found to be accessing and using inappropriate games or applications during school, I understand my iPad may be withheld from me until the end of the day, and/or the application may be removed by the classroom teacher.

When using cameras I will (cameras also include netbooks, computers and iPad’s):

• only take photos and record sound or video when it is part of a class or lesson
• seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers)
• seek written permission from individuals involved before publishing or sending
• photos, recorded sound or video to anyone else or to any online space
• seek teacher permission before uploading any content to websites (e.g. blogs)
If I come across any information that is unsuitable or makes me or others feel uncomfortable I will click on home and then tell my teacher right away.

**I have permission from my parent/parents/guardian to:**

• access the Internet for information within my classroom program
• publish work on the Internet using my first name only
• send and receive external e-mail from other school students
• send and receive external e-mail from other people and organizations as approved by my classroom teacher

I realise that computer use is a privilege and not a right. I understand that information published on the Internet may be inaccurate or may misrepresent a person or situation and I will handle this information in a responsible manner.

I understand that my computer use may be monitored. I will use Nathalia Primary School's computers appropriately and in accordance with this code of conduct. If I do not I will have my internet access blocked and privilege of computer, camera and iPad use withheld for a period of time decided by the principal.
NATHALIA PRIMARY SCHOOL
Computer Code of Conduct

Student agreement to be signed and returned to Nathalia Primary School

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.

Student signature ................................................................. (class)..........................

........../........../...........(date)

Parent Permission

I .......................................................... have read and discussed these rules with my child.

I understand and support these rules at Nathalia Primary School.

I agree to allow my child to use the internet at school which may include use of email, blogs and wikis. I have discussed the scenarios, potential problems and responsible use of the internet with him/her as outlined in the Responsible Use Policy.

I will contact the school if there is anything here that I do not understand. If there is a situation which concerns me, I will contact the school.

Parent/Guardian Signature : ............................................

Date: .............................................................................