

Langwarrin Primary School

2020 Acceptable Use Agreement



When I use, digital technology I agree to:

- Be a safe, responsible and ethical user whenever and wherever I use it
- Support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour)
- Talk to a teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour
- Seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint
- Protect my privacy rights and those of other users by not giving out personal details including full names, telephone numbers, addresses and images
- Only take photos and record sound or video when it is part of an approved lesson
- Seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers)
- Use the internet for educational purposes and use the equipment properly
- Use social networking sites for educational purposes and only as directed by teachers
- Abide by copyright procedures when using content on websites (cite references where necessary)
- Think critically about other users' intellectual property and how I use content posted on the internet
- Not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another user
- Not reveal my password to anyone except the system administrator or the teacher
- Not bring or download unauthorised programs, including games, to the school or run them on school computers
- Place portable devices on the charger after use
- Not have communication software active on my computer during class time. I must quit the program completely so that it is not running (nor evident on the task bar) during class time unless required for a specific class task (and under instruction by the class teacher).

Mobile phones. I agree to:

- Switching off my mobile phone and giving to it my teacher to have it securely stored away
- Not using my mobile phone once on school grounds
- Exceptions being applied only with written permission from the principal.

This Acceptable Use Agreement also applies at home, during school excursions, camps and extra-curricular activities.

Note: A copy of this can be accessed via the school website.

PLEASE RETURN THIS FORM TO YOUR CLASSROOM TEACHER AS SOON AS POSSIBLE.



ACCEPTABLE USE AGREEMENT

I have read the LPS Technology User Agreement carefully and understand its significance. I understand and agree to comply with the terms of the Acceptable User Agreement and expected standards of behaviours set out within this agreement as defined by LPS. I understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked. This consent form is for the year 2020.

Name of student: _____ **Grade / Class:** _____

Signature of student: _____ **Date:** _____

Signature of parent/carer: _____ **Date:** _____

If you have any concerns about this agreement contact Mr Suter (ICT Teacher)

For further support with online issues students can call Kids Helpline on **1800 55 1800**.

Parents/carers call Parent line on **132289** or **visit** [//www.esafety.gov.au/help](http://www.esafety.gov.au/help)

PERMISSION TO PUBLISH CONSENT FORM

I agree to the videoing or photographing of my child during school activities for use by the school in educating students and promoting the school and public education. I also agree to the **publication of images or samples of work** of

(Name of student): _____ in ways including, but not limited to, **our website or intranet web sites within the Department of Education, school newsletters (print and online), magazines and the local newspaper**, subject to the conditions set out above. This consent form is for the year 2020. I will notify the school if I decide to withdraw this consent.

Name of student: _____ **Grade / Class:** _____

Signature of parent/carer: _____ **Date:** _____

Please cross this section if you cannot have your child's name, work or photo published. This will be distributed to all staff to ensure privacy.

WORKING ONLINE PERMISSION FORM

I understand that students are required to access the internet and work online. Students in Grades 3, 4, 5 & 6 are required to create, collaborate, share and post work online. I give my permission for:

(Name of student): _____ to work online to enhance their learning experience throughout their time at Langwarrin Primary School. Students in Grades 3, 4, 5 & 6 must post work online. This consent form is for the year 2020. The ICT curriculum requires students to work in this way.

Signature of parent/carer: _____ **Date:** _____

Your Email for staff to contact you: _____

Note: *This consent form will be filed by the school.*