

STUDENT TECHNOLOGY USER AGREEMENT 2021

RATIONALE

Lindfield East Public School uses the NSW Department of Education (NSW DoE) Authenticated Internet Browsing and Email service for accessing the internet and subscribes to all site regulation and blocking systems that the department provides. Filtering and monitoring software is operational on all school computers. Students are required to adhere to the following rules when using the school's computers to ensure that student safety and the integrity of the system is maintained.

This document is written to supplement the NSW DoE policy, *Online Communication Services: Acceptable Usage for School Students*, which outlines the appropriate and acceptable use by students of internet and online communication services provided by the Department.

STUDENT AGREEMENT

The rules I will follow at Lindfield East Public School when using school computers are:

General Use

1. I will use computers and mobile technologies appropriately and **only** do the task I am meant to be doing.
2. I will work co-operatively and be kind to others.
3. I will take care of the school's hardware and software.
4. I will only use school approved software or applications.
5. I will not use the school's equipment for anything which is against the law or which would inconvenience other people.
6. I will not use technology to take photos, videos or voice recordings of others without their permission.
7. I will not hack or bypass any hardware and software security implemented by the Department or the school.
8. I will only access my own work and store it in my own folder.
9. I will not copy other people's work and call it my own. This includes pictures and information I find on the internet. I will respect copyright.
10. I will not allow **any other student** to use my computer account, Mathletics or Reading Eggs account, blog or email unless directed by a teacher.

Internet

11. I will only access internet sites that are relevant to the information I need.
 12. I will only use the Department's Wi-Fi network for learning.
 13. If I see or hear anything on the internet that worries me, I will turn off the monitor and **tell a teacher immediately**.
 14. I will not download software, music, videos or anything else without prior permission from a teacher.
- Email, Forum & Blog
15. When I use email, forums, biogs or shared online documents the messages I send will be polite and sensible.
 16. I will not use these applications for any spamming, flaming, bullying or any unacceptable purpose.
 17. If I receive any messages that I do not like I will **tell a teacher immediately**.
 18. I will not give out any personal information about myself or anyone else **unless** I have permission from a teacher.

USB or Mobile Device

19. I will only use my USB or mobile device for school work as directed by a teacher.
20. I will not copy and/or store music, photos, videos or games from my USB or mobile device onto the school's server unless directed by a teacher.

Communication

21. When I am involved in video or web based conferencing I will follow the school's Behaviour Code at all times.

22. I will not give out any personal information about myself, my school or anyone else **unless** I have permission from a teacher.

23. I will not use technology at school to communicate with other students **unless** I have permission from a teacher.

24. I will not use technology at school to communicate with others outside of the school, including my parents, during the school day.

I understand that if I break any of these rules, normal school consequences as set out in the school's Behaviour Code will apply. This may include my school technology account being locked until I re-negotiate my computer use with the School Executive or classroom teacher.

Please read and sign the following agreements then return this to school.

Diane Read
Principal

Student's Name: _____ **Class:** _____

STUDENT SIGNATURE

As a responsible technology user at Lindfield East Public School I will follow these rules. I understand that the internet and email access is filtered and my web browsing is logged. The records are kept for two years. I understand that the school checks my files and monitors my computer use.

Student signature: _____ **Date:** _____

PARENT AGREEMENT

As the parent/carer of this student I have read and support this Student Technology User Agreement. I understand that internet and email access is designed for educational purposes and I support disciplinary measures relating to computer misuse. I recognise that the NSW Department of Education manages web filtering to reduce the risk of students viewing inappropriate material.

Parent/Carer signature: _____ **Date:** _____