



YEARS 3 - 6

INFORMATION AND COMMUNICATION TECHNOLOGIES (ICT) ACCEPTABLE USE AGREEMENT

At Howrah Primary School, students use ICT (Information and Communication Technologies) for learning. These include laptops, tablets, iPads, document cameras, cameras, photocopiers and robotics equipment.

By signing this agreement, I am agreeing to be respectful, responsible and safe with ICT and to always use it to learn in a positive way.

When I use digital technologies at school I will:

Be Responsible.

- Use devices at school only to support learning and use my time effectively.
- Hand any personal technologies such as mobile phones, iPods and smart watches (with phone and/or camera) to the teacher before school.
- Look after ICT equipment carefully and will only use it when given approval by the teacher.
- Not make any changes to ICT settings without permission.
- Shut down or log off a device when I have finished ready for the next person to use and report any problems.

Protect the privacy of myself and others.

- Not share my photos and any personal details online.
- Ask permission before I take photos of other students or adults.
- Use a handle (username) when I am online.

Keep myself and others safe.

- Tell a trusted adult if someone is unkind to me or someone else.
- Only go on websites that: are on the school intranet, have been accessed through a student friendly search engine or have been suggested by the class teacher.
- Close a website immediately if there is anything on the site that is not appropriate and inform an adult.

Be Respectful.

- Only write and post things that are polite, sensible and respectful
- Tell a teacher if I see or hear anything that upsets me or someone else.
- Respect copyright laws for written text and images

I have read the ICT User Agreement carefully and I agree to follow these rules.

I understand that choosing not to follow these rules may result in loss of access to my internet and email account and to school ICT resources such as laptops, tablets, iPads and other technologies for a period of time determined by the Principal.

Student name:	Student signature:
---------------	--------------------

- ❖ I understand that ICT resources are designed for educational purposes.
- ❖ I acknowledge that steps have been taken in the school to minimise risk of exposure to unsuitable and inappropriate content and materials.
- ❖ I accept full responsibility for supervision if and when my child's use is not in a school setting.
- ❖ I will not add any photos of students who are not my own child/ren which I take during school activities to any social media site.

Parent/Carer name:	Parent/Carer signature:
Date:	