

Digital Technologies Acceptable Use Agreement

This agreement is to be signed by both the student and parent.

Black Hill Primary School recognises the need for students to be safe and responsible users of digital technologies. We believe that explicitly teaching students about safe and responsible online behaviours is essential and is best taught in partnership with parents/carers. We kindly request that parents/carers work with us and encourage this behaviour at home.

The agreement between Black Hill Primary School and the student is as follows:

When I use digital technologies, both at school and at home I agree to be a safe, responsible and an ethical user at all times by:

- being **responsible** whenever and wherever I use technology
- **respecting others** in how I talk to and work with them
- **never** participating in online **bullying**
- **reporting** to an adult if I **feel unsafe** or uncomfortable online or see a friend being unsafe or being made to feel uncomfortable by others.
- **protecting the privacy** of myself and others by not giving out personal details including full names, telephone numbers, addresses, images and passwords.
- using any digital technology or Google Apps for **educational purposes only** and only **as directed by teachers**. I will not interfere with network systems and security, the data of another user or attempting to log into the network with a username or password or another user
- **abiding by copyright** and **intellectual property** regulations and if necessary **requesting permission** to use images, text, audio or video and cite reference
- accessing information from **reliable sources** and **appropriately** using the information to enhance my learning
- **talking to my teacher or another adult if:**
 - I come across sites which are not suitable
 - I feel uncomfortable or unsafe online
 - I see others participating in unsafe, inappropriate or hurtful online behaviours
 - I feel that the welfare of other students at the school is being threatened

When I use any mobile device, both at school and at home I agree to be a safe, responsible and an ethical user at all times by:

- **using it** as requested for **learning purposes** as directed by my teacher
- **protecting my password** and not sharing it with others
- **being respectful and responsible** in my use and not using the device to participate in online bullying
- only taking photos and recording sound or video when it is part of my learning
- **seeking permission** from individuals involved **PRIOR** to taking photos, recording sound or videoing them (including teachers)
- **seeking written permission** from individuals involved **PRIOR** to publishing or sending photos, recorded sound or video to anyone else or to any online space
- **seeking teacher permission** before uploading any content online

This Digital Technologies Acceptable Use Agreement also applies to students during school excursions, camps and extra-curricula activities. I acknowledge and agree to follow these rules. I understand that my access to digital technologies at school will be renegotiated if I do not act responsibly (refer to Breaking the Digital Technologies Acceptable Use Agreement).

Black Hill Primary School's support for responsible and ethical use of technology

Black Hill Primary School uses digital technologies including the internet as teaching and learning tools. We acknowledge that these valuable resources must be used responsibly. Every student has been asked to agree to use all Digital Technologies responsibly both at school and at home.

At **Black Hill Primary School** we:

- have an Internet and Network Usage policy across the school. We reinforce the school's values and appropriate behaviours when using technology and the internet;
- provide a filtered internet service and acknowledge that full protection from inappropriate content can never be guaranteed;
- have a responsibility to report illegal online activities to appropriate authorities;
- provide supervision and direction in internet activities when using digital technologies for learning;
- the use of Google Apps for Education is limited to school related activities.
- work towards setting tasks that support students in developing digital literacy skills including awareness of online privacy, intellectual property and copyright;
- provide support to parents to understand this agreement.

I agree that as a student at Black Hill Primary School, I will abide by the agreements outlined in this document. I have discussed the agreement, scenarios, potential problems and responsible use of the internet with my parent/carer.

I will tell a teacher and parent/carer if there is anything here that I do not understand or if I need help.

Student Signature: **Class:**.....

Student Name: **Date:**

I agree that my child will abide by the agreement above. I allow my child to use the internet at school. I have discussed the scenarios, potential problems and responsible use of the internet with him/her as outlined above.

I understand that there are consequences for the misuse of technology at Black Hill Primary School and that access to the internet and devices provided by the school or personally owned may be limited or stopped if my child does not act responsibly in accordance with the Breaking the Digital Technologies Acceptable Use Agreement.

I will contact the school if there is anything here that I do not understand.

Parent/Carer Signature:

Parent/Carer Name: **Date:**