



# Holy Family Catholic Primary School

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## Acceptable Use Agreement for Students - Primary Holy Family Catholic Primary School Internet and Network Services User Agreement

At Holy Family Catholic Primary School, internet and network services are used to enhance teaching and learning through the use of digital communication and technologies for communicating, publishing, research and for learning skills.

### Years 3-6 Student Agreement

As an ICT user at Holy Family Catholic Primary School I will follow these rules:

1. I will use the computers only for the task I am meant to be doing and I will only access information that is useful to me in my learning.
2. I will take care of the school's ICT equipment
3. I will only use the software approved by the teacher.
4. I will look after the environment by not wasting resources; for example by:
  - not printing more copies than I need
  - not downloading large files unnecessarily
5. I will keep my password/s to myself, and not use the passwords of others.
6. I will store my own work in my folder/file or on my own disk.
7. I will not use the school's internet or network services to download, display, print, create, save or transmit materials that:
  - use obscene, threatening, or disrespectful language
  - are rude or abusive
  - cause offense to others or engage in bullying behaviour
  - are illegal or dangerous
8. If I accidentally come across something I am unhappy with I will immediately click on the home or back button and inform the teacher
9. I will only send messages that are polite and sensible
10. I will not intentionally spread viruses by e-mail or post unnecessary e-mail.
11. I will not give out personal information such as my surname, address and phone number or that of my parents or others unless I have permission from my parents/guardians.
12. I will not publish a picture or e-mail a picture of myself without first checking with the teacher.
13. If I receive any messages that I do not like I will immediately tell a teacher.
14. I will only publish web pages or send e-mail with the teacher's permission.

15. I know that the school may check my computer files and may monitor the internet sites I visit.
16. I know that the school will take all reasonable precautions to ensure that I cannot access inappropriate materials but it cannot be held responsible for the material I access through the internet.
17. I know that the school will not be responsible for any loss of data or for the accuracy of the information I obtain through the school's ICT.
18. I will not copy other people's work and call it my own, including pictures and information I find on the internet and network.

If I break any of these rules, then I may be unable to use ICT at school and I will need to re-negotiate how and when I use ICT with the Principal.

Student's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

I have discussed the above with my child.

Parent's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

I have reviewed the above with this student.

Teacher's Signature: \_\_\_\_\_

Dated: \_\_\_\_\_