



# Acceptable Use Agreement for Internet and Digital Technologies Prep – Year 6 2021

## Student Agreement

**When I use the internet and digital technology equipment (iPads, Computers, Laptops, Merge Cubes etc.) at school, I agree to:**

- only use the internet and iPads or other equipment to do what my teachers or school staff have asked me to do.
- ask a teacher or adult if I am not sure whether I am allowed to use the internet or equipment.
- not join in with other students if they are doing the wrong thing. If I see other students doing the wrong thing, I will let the teacher, or an adult know straight away.
- talk to a teacher or an adult if I see things on the internet that I don't understand or that make me feel upset, scared or unsafe. I will immediately turn the screen off and not show other students.
- never tell other people my password details (except teachers or my parents).
- not copy someone else's work or ideas from the internet and say they are mine.
- always be careful when using equipment (e.g iPads), and tell the teacher or an adult straight away if something is broken. I will not steal or try to break anything that belongs to the school or another student.
- only take or copy photos, videos or sound recordings if I have the teacher's permission.
- keep myself and my friends safe by not giving out private information – like names, phone numbers, addresses or photos – unless my teacher says it's ok.
- always look after my iPad and make sure it is kept in a heavy duty case (e.g. Survivor), and brought to school each day fully charged.
- never play home games when I am at school.
- not use social media (e.g. iMessage) whilst at school, and if/when I use social media at home, I agree to treat others with respect and never post hurtful or embarrassing messages/photos. Mean or bullying behaviour IS NOT OK. I will tell an adult if I see someone posting mean things about others.

- never use my school email address to create accounts for social media (Facebook, Instagram, TikTok etc). I acknowledge that this email address is owned by St Paul's Lutheran Primary School, not myself.
- not remove the device management Lightspeed MDM Profile as this will remove the school apps and associated data.

**If I do not follow the school rules when using the internet or digital technology (e.g. iPads) at school, I understand that:**

- the school may need to talk to my family about what has happened.
- my family may have to pay for repairs or replacement if I damage the school's or another student's digital technology equipment.
- I may not be able to use school digital technology equipment (e.g. iPads) or I may have my iPad taken away for a while.

Parents please see Appendix A for the levels of disciplinary action and full list of consequences.

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## Appendix A

The three levels of consequences for irresponsible and inappropriate behaviours are shown in the following table.

	Examples of behaviour	Who is informed?	Consequences
<b>Level 1</b> Minor Infringements Careless Behaviour	<p>Failing to follow family guidelines and rules about appropriate iPad usage.</p> <p>Failing to follow teacher directed instructions during investigations, lessons or projects.</p>	Not Applicable	<b>School staff will lock specific features of the student's iPad (e.g. apps/YouTube) for a period of time appropriate to the infringement.</b>
<b>Level 2</b> Significant Infringements Intentional misbehaviour	<p>Playing games/using apps at inappropriate times.</p> <p>Repeatedly playing games/using apps at inappropriate times (Repeatedly refers to several instances within the same week)</p> <p>Searching for and accessing inappropriate material through the internet</p> <p>Using apps inappropriately (e.g. using <i>Show Me</i> to write and share swear words)</p>	The parents or carers of the student will be notified by the classroom teacher.	<b>The iPad is confiscated for a period of time. The student will be required to complete class work without technology.</b>
<b>Level 3</b> Severe Infringements Malicious Behaviour	<p>Using the iPad to invade another student's right to privacy (e.g. taking editing photos without permission)</p> <p>Using the iPad to slander/bully/hurt others</p> <p>Using the iPad to download/store illegal/inappropriate copies of movies/music/pictures</p>	<p>The Deputy or Principal will be notified by the classroom teacher.</p> <p>The parents or carers of student will be notified by the Deputy or Principal.</p> <p>Depending upon the severity of the incident, police may also be notified by the Deputy or Principal.</p>	<p><b>The student's iPad is confiscated indefinitely.</b></p> <p><b>The student faces possible suspension/restorative justice, which will be administered by the Principal or Deputy.</b></p> <p><b>The student faces possible criminal prosecution.</b></p>