



Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

I have discussed the appropriate use of **Information Communication Technologies**, which includes; **School Computers, Netbooks, Chrome books, iPads, Digital Cameras & Video Cameras**, and the provision of **School Wired & Wireless Networks** and **Internet Access**, with my child, and he/ she agrees to the following:

1) I will use school computers, the Internet and other equipment only with the permission and supervision of a teacher and always for school related activities. I have the responsibility to maintain computer facilities as they have been set up for me and will always save my work in the appropriate place.

2) I will follow all instructions from teachers when using computers, iPads, Chrome books and the internet.

3) I will make sure that any email that I send or any work that I have published is polite and carefully written. I will always have my work checked by a teacher before it is published or printed.

4) I know that I am responsible for anything that happens to my DOE Portal account. I will not let anybody else know what my password is and I will not log into another person's network or email account. I will tell my teacher if I think someone has used my DOE Portal account. I have the responsibility to respect the privacy of other people's passwords.

5) I will respect the privacy of students and teachers by not photographing, filming or recording them without their permission. Photographing and filming others will only occur as part of an approved activity.

6) I will not share photographs or videos of the school, students or staff with anyone outside the school. This includes emailing, posting Blog entries or uploading to internet sites.

7) I know that the school and the NSW DOE can monitor anything that I send or receive whilst connected to the school's network.

8) I will not put my family name or any other personal details in emails or anything that is to go online. I will not tell anyone my address or phone number or the address or phone number of anybody else.

9) If I use material in my work that I have found on the Internet, I will acknowledge where it comes from and will always abide by copyright laws. I will ask my teacher's permission before downloading or saving anything from the Internet.

10) If I see any information on the computer that I think is inappropriate or makes me feel uncomfortable I will turn the computer screen off and tell my teacher straight away. I will not respond to any emails that make me feel uncomfortable and will tell my teacher straight away if this happens.

- 11) I will not become involved any offensive, bullying or illegal behaviours while using the Internet.
- 12) I will not damage or disable the computers, iPads, Chrome books, computer systems or computer networks of the school, the NSW Department of Education and Communities or any other organisation.
- 13) I will only bring information from home devices and use it on school computers with my teacher's permission and supervision. Under no circumstances will my iPad be taken to sport or used in break times.
- 14) I will ensure that my iPad or Chrome book is locked away in my locker (if available) in break times and before the 9:20am bell on Fridays before sport begins.
- 15) I will always log on to the internet using the Oatley Public School WiFi through the Department of Education and Training and will not use my own cellular data when at school.
- 16) Mobile phone voice and text, SMS messaging or device instant messaging use by students during school hours is a school-based decision.
- 17) I understand that failure to observe these rules will result in restricted access for a period to school computers, iPads and Internet facilities and that other disciplinary action may be taken.
- 18) I will not alter the settings on any device without the permission of my teacher.

**Student Name** (print): \_\_\_\_\_

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

Date: \_\_\_\_\_

**Parent Name** (print): \_\_\_\_\_

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

Date: \_\_\_\_\_

**ICT Agreement due back Monday 5<sup>th</sup> February, 2019.**