Acceptable Use Agreement

Student declaration

When I use digital technologies and the internet, I agree to be:

A responsible user by:

1. Respecting others and communicating with them in a supportive manner;
2. Never participating in online bullying (e.g. forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours);
3. Protecting the privacy of others by never posting or forwarding their personal details or images;
4. Only taking and sharing photographs or sound or video recordings when others are aware the recording is taking place and have provided their explicit consent as part of an approved lesson;

Safe online by:

1. Protecting my privacy by not giving out personal details, including my full name, telephone number, address, passwords and images;
2. Talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behaviour;
3. Thinking carefully about the content I upload or post online, knowing that this is a personal reflection of who I am and can influence what people think of me;
4. Protecting the privacy and security of my school community by not sharing or posting the link to a video conferencing meeting with others, offline in public communications or online on public websites or social media forums;

Ethical online by:

5. Reviewing the terms and conditions of use for any digital or online tool (e.g. age restrictions, parental consent requirements), and if my understanding is unclear seeking further explanation from a trusted adult;
6. Meeting the stated terms and conditions for any digital or online tool, and completing the required registration processes; Abiding by copyright and intellectual property regulations by requesting permission to use images, text, audio and video, and attributing references\ appropriately;
7. Not accessing media that falls outside the School's policies;
8. Not downloading unauthorised programs, including games;
9. Not interfering with network systems and security or the data of another user;
10. Not attempting to log into the network or online service with a username or password of another person.

Respectful by:

11. Handling ICT devices with care and notifying a teacher of any damage or attention required;
12. Ensuring that technology is stored in a safe and secure manner.

Signatures

I understand and agree to comply with the terms of acceptable use and expected standards of behavior set out within this agreement.
I understand that there are actions and consequences established within the College Acceptable Usage if I do not behave appropriately.

Student Name:_____

Student Signature: _____

Parent/Carer Name: _____

Parent/Carer Signature: _____