We encourage all parents to discuss the following Agreement carefully with their child. The agreement is aimed at keeping your child and others’ safe. We ask that you and your child indicate, by signing, that you have discussed this and agree to this ‘Acceptable Use’ document. Your child will then be able to join the school network and make the most of the IT resources available through the school.

Introduction

ICT is used to support learning and to enhance teaching. When reading this Agreement ICT refers to all computers and technologies such as IWBs, ipads, laptops, digital cameras, video cameras, scanners and the data projector. Unacceptable use of ICTs by students will result in a loss of access to the technology.

Our guiding principle as a Catholic School is being moral and just.

Below are some examples of acceptable and unacceptable use:

Acceptable Use

To use your computer or iPad:

- For your schoolwork.
- To communicate with other students, teachers or staff at school.
- In a way that respects you.
- In a way that respects others.
- As your teachers have asked.

To report to teachers any unsafe or irresponsible activities if they happen.

Unacceptable Use

- Sharing someone's password, name, phone number or email address on the internet.
- Using someone else's login details, device or files.
- Using your computer or iPad without your teacher’s approval.
- Sharing pictures or words that bully or are harmful to others.
- Using information from the internet without recording where you found it (the source).
- Using technology during play time, without permission.
- Charging your family owned device at school.
- Treating any device carelessly or ways that could damage it.
- Using the school email not for school purposes.
BYOD’S

- From 2015, families are invited to provide a family-owned device (iPad) (Year 3-7) or some senior students have their own laptops/ Macbooks that they have been using at school. (Bring Your Own Device) This provision of a family owned BYOD may offer opportunities for students to, with parent permission, add multimedia, music, photos and video to their device at home. However, at all times at school, students are asked to use their BYOD’s according to the School’s Acceptable Use agreement. These devices in the school setting will be used to enhance teaching and learning.

- At times, in the case of OSHC or Vacation Care, with the permission of the Director or Coordinator, children may be invited to use their BYOD for recreational purposes, but at all times using appropriate sites, acceptable language and not breaching copyright.

- We believe that electronic devices are not appropriate to be used in play times (Lunch/ Recess). Children need to make use of the opportunities to play and socialise.

- Students are invited to use their own device at school once the Acceptable Use Agreement is signed.

- Students (Year 3–7) who will be using the school owned devices will also be expected to sign the Acceptable Use Agreement with their parents.

- Parents of students in Reception–Year 2 using the school owned devices will be expected to discuss this Acceptable Use Agreement document and sign on their behalf.

- Students should keep a protective cover on their BYOD at all times during transport to and from school.

- During the day, BYOD’s should be kept in classroom, not in bags.

- Students will treat their devices responsibly and with care.

- Students will report any damage immediately.

- Students will not be able to plug in power chargers for BYOD’s at school due to WHS requirements. Devices should be charged at home each night and use battery at school.

We encourage parents to

- Provide insurance for their family owned BYOD (as part of the mobile insurance home policy, approx. $30 p.a). The school does not have specific insurance to protect students’ and teachers’ personal property.

- Ensure that the BYOD’s are protected by purchasing a protective cover which should be used at all times during transport to and from school.

- Set permissions, when practical so that the device is operational at agreed times of the day/ night. [eg switch off from 9:00pm – 8:30 am].

- Access family itunes account which is administered by the parent.

Acceptable Use of Information and Communication Technologies

Student and Parent Agreement

It is an expectation of St. Monica’s Parish School that all parents/guardians will read the Student Acceptable Use Guidelines. (St Monica’s Parish School ICT Policy is available from the Front Office or the School’s Web Page).

It is also an expectation that the Guidelines will be discussed by parents/guardians with their child and the agreement form signed in support of the document.

From Term 2, 2015 no access to ICTs will be permitted until an agreement is signed by each student and parent or guardian, and returned to the school, so prompt return of this signed agreement is appreciated. (NB: Parents of Reception-Year 2 can sign on child’s behalf).

The signing of this Student and Parent Agreement indicates an understanding of, and agreement to, students adhering to the statements and expectations in each document, with the support of the parents/guardians, in the school’s endeavours to ensure safe and ethical use of ICTs whilst at school.

All students will be responsible for their use of school and personal technologies (used at school or through the school network) and consequences of unacceptable use will be followed as per school policies.

Student Agreement

The following student has been made aware of the guidelines as stated in the St. Monica’s Student ICT Acceptable Use Guidelines.

Student’s Full Name:

Student’s Signature:

Parent/Guardian Agreement Contract

As parent/guardian of the student named here, I sign this contract to approve my child’s use of St. Monica’s ICTs, including the school network, internet and intranet services, in accordance with the ICT Policy and Student ICT Acceptable Use Guidelines.

I understand that any personal electronic devices, such as mobile phones, ipods, mp3 players and USB store drives, which are brought to the school by my child, remain the responsibility of my child in accordance with the ICT Policy and Student ICT Acceptable Use Guidelines.

Parent’s Name:

Parent’s Signature:

Date: