



# Acceptable Use of Digital Technologies @ MHPS

## Student Agreement 2017 – Prep to Grade 2

At Meadow Heights Primary School we support the rights of all members of the school community to be provided with and engage in a safe, inclusive and supportive learning environment. This extends to the use of digital tools and online communities and is underpinned by our expectation of safe and responsible behaviour of all members of the school community.

### What are Digital Technologies?

Digital technologies are electronic tools, systems, devices and resources that generate, store or process data, such as computers, laptops, iPads, digital cameras, smart phones, etc.

These also includes social media, online games and applications, multimedia, productivity applications, cloud computing, interoperable systems and mobile devices

### Safe & Responsible Behaviour Rules

I will look after all equipment I use:

- ✓ I will use all equipment, including laptops, cameras, iPads and any other digital technology, with care and return it the same way I got it. Eg. carry the laptop with 2 hands while walking across the room and close the lid gently
- ✓ I will not have food or drink near any laptops, computers or iPads
- ✓ I will sit down in my chair safely and properly when working on a laptop, computer or iPad
- ✓ I will return all equipment to the same place when I finish using it
- ✓ I will not damage any school equipment on purpose – such as iPads or laptops. Eg. to use the keyboard or mouse gently and to wait patiently for programs to load or pages to change

Internet and computer usage:

- ✓ I will use the Internet sensibly and follow all teacher instructions regarding the use of the Internet
- ✓ I will use online spaces or websites that are appropriate for me and not
- ✓ I will not try to go on any inappropriate content or websites
- ✓ I will never give out mine or others personal details, like full names or addresses
- ✓ I will respect the work of others and will not change, move or delete any folders or documents that do not belong to me
- ✓ I will only use Google or Google Images search engine when the teacher has told me I can
- ✓ I will speak to a teacher or trusted adult if I see something online that makes me feel upset or scared.
- ✓ I will speak to a teacher or trusted adult if someone is unkind to me online

When using an iPad I will:

- ✓ make sure it stays in its case
- ✓ not damage the screen with my fingers, pencils, etc
- ✓ only use the game or website my teacher has shown me or told me to use
- ✓ never download apps or music on the school iPads
- ✓ Never log in to the iPad with my own, or others, Apple ID, iTunes account or iCloud ID
- ✓ never go to the App Store, iBook or iTunes store at any time
- ✓ always return it to the teacher when finished working on it



## Student Acceptable Use of Digital Technologies Agreement 2017

\_\_\_\_\_  
(teacher's full name)

**acknowledges the commitment of**

\_\_\_\_\_  
(student's full name)

**to being a polite, safe and responsible user of  
digital technologies according to the details mentioned in the  
MHPS Acceptable Use of Digital Technologies Agreement.**

As a student I continue to learn to use digital technologies safely and responsibly.  
I will ask a trusted adult for help whenever I am unsure or feel unsafe. Breaking any of the rules stated in  
this agreement will result in the withdrawal of my computer privileges for a negotiated period of time set by  
my teacher or school eLearning leader.

\_\_\_\_\_  
Student's signature (write your name)

\_\_\_\_\_  
Teacher signature

\_\_\_\_\_  
Date

### Parent/Guardian Acknowledgment

This Acceptable Use Agreement applies to all digital technologies and the internet including (although not limited to): school owned ICT devices (e.g. desktops, laptops, printers, scanners), mobile phones and student owned devices, email and instant messaging, social networking sites (e.g. Facebook), video and photo sharing websites (e.g. YouTube), blogs or micro-blogs (e.g. Twitter), forums, discussion boards and groups (e.g. Google groups), wikis (e.g. Wikipedia), etc.

This Acceptable Use Agreement applies when digital technologies and the internet are being used at school, during school excursions, camps and extra-curricular activities, and at home.

### Signature

I understand that my child needs to comply with the terms of acceptable use and expected standards of behaviour set out within this Agreement.

I understand that there are actions and consequences established if my child does not behave appropriately.

**I have discussed this agreement with my child and agree that any breaking of the rules will result in a loss of computer privileges for a negotiated period of time set by my child's classroom teacher or the school's eLearning Leader.**

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

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