



# MPS Y3-Y6 STUDENT TECHNOLOGY USER AGREEMENT 2022

## RATIONALE

Information and communications technologies (ICT) at Marrickville Public School (MPS) are a whole school resource for the use of all students and staff. ICT covers digital 'hardware' and 'software' resources including computers, cameras, laptops, chromebooks, iPads, interactive whiteboards, the internet and online resources (ie Google workspace, emails, Zoom).

MPS and the NSW Department of Education (NSW DoE) provide digital devices, Authenticated Browsing and other services for accessing the internet and learning opportunities. Filtering and monitoring software is operational on all school computers. Students are required to adhere to the following rules when using the school's devices and NSW DoE online resources at school or home to ensure that student safety and the integrity of the system is maintained.

This document is written to supplement the NSW DoE policy, *Online Communication Services: Acceptable Usage for School Students*, which outlines the appropriate and acceptable use by students of internet and online communication services provided by the Department.

This contract should be understood and signed by all students at MPS to ensure that they are Safe, Respectful Learners when using ICT.

## Y3-6 STUDENT AGREEMENT

When using ICT at Marrickville Public School I will:

### School ICT Resources

#### Be Safe

- Use ICT resources only with permission from the teacher and only for the task assigned
- Use **only** my own personal account with my unique username and password.
- Follow teacher instructions to use equipment within the appropriate learning space
- Return ICT equipment neatly and carefully, placing back on charge if appropriate
- Tell the teacher if there is anything broken or wrong with the equipment

#### Be Respectful

- Share ICT equipment fairly with my peers
- Be a good sport when playing computer games or collaborating on tasks
- Log off the computer when I am finished working, keeping it free for others
- Only print with teacher permission and after the teacher has checked
- *Not change any settings, desktop images or cursors as the device does not belong to me*

#### Be a Learner

- Use school ICT equipment for approved educational, research and learning purposes only.
- *Not download or stream software, apps, music or program files from the Internet when using school ICT equipment*



## Cybersafety

### Be Safe

- Keep usernames and passwords secure and not share passwords with others.
- Follow NO, GO, TELL online - report any rude, mean, scary or unkind material to the teacher as soon as possible
- Always keep my name, photo, address or phone number private when on-line.
- Keep myself and others safe by *not publishing full names, photos, email addresses, phone numbers, parents' names or the name or location of my school on the Internet.*

### Be Respectful

- Close or quit any sites that I know shouldn't be visited by a school student.
- Using the internet and online resources only with permission from the teacher and only for the task assigned

### Be a Learner

- I will be an upstander online and seek support if my peers, friends or I see, read, watch or hear anything upsetting.

## Cyber Citizenship

I will

### Be Safe

- Use ICT resources only with permission from the teacher and only for the task assigned
- Only take photos, videos or voice recordings of others with their **and** the teachers' permission
- *I will not use technology at school to communicate with others outside of the school, including my parents, during the school day.*

### Be Respectful

- Follow teachers instructions as to when I can go online, how often and for how long.
- Using appropriate and polite language when communicating online
  - *I will not use digital devices, emails or online applications for any rude or accusing comments, spamming, flaming, bullying or any other unacceptable purpose.*
- Remember that once I have posted something online, I can never take it back.
- When I am involved in video or web based conferencing I will follow the school's Behaviour Code at all times.

### Be a Learner

- Not using computer technology or the Internet to find, read, write or send anything rude, mean, scary or unkind. ***This includes never engaging in cyber bullying.***
- Use the Internet and all school or DoE accounts for approved educational, research and learning purposes only.
  - *I will not access Youtube or other video sites unless requested by my teacher for the reasons above*
- Abide by copyright rules, acknowledging that work copied from the Internet is not my own work and providing references for my sources when asked by a teacher.
- Enjoy learning using ICT without forgetting to get moving and play outside, be a good and have fun with friends

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I understand that if I break any of these rules, normal school consequences as set out in the school's Behaviour Code will apply. This may include my school technology and DoE internet account being locked until I renegotiate my computer use with the School Executive or classroom teacher.

Please read and sign the following agreements then return this to school.

David Roberts  
**Principal**

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## STUDENT AGREEMENT

I agree to be a safe, respectful digital learner. I understand that using ICT at school is a privilege and not a right. I understand that when I use my DoE login I am expected to engage only in educational activities.

As a responsible technology user at Marrickville Public School I will follow these rules. I understand that the internet and email access is filtered and my web browsing is logged. The records are kept for two years. I understand that the school checks my files and monitors my computer use.

**Student signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## PARENT AGREEMENT

As the parent/carer of this student I have read and support this Student Technology User Agreement. I understand that internet and email access is designed for educational purposes and I support disciplinary measures relating to computer misuse. I recognise that the NSW Department of Education manages web filtering to reduce the risk of students viewing inappropriate material.

**Parent/Carer signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_