

INFORMATION, COMMUNICATION TECHNOLOGY CODE OF PRACTICE

Student Agreement

I agree to use the Internet, email and I.C.T equipment at our school in a responsible manner for purposes stated by my teacher.

If I find myself in unsuitable locations I will immediately click on the home or back button and inform my teacher.

When working on the internet I will:

- Only work on the web for purposes specified by my teacher
- Not download any programs, games, music or videos without teacher permission
- Not give out information such as my surname, address, telephone number, or parents' work address/telephone number.
- Never send a person my picture without first checking with my teacher.
- Always have my teacher's permission before sending e-mail.
- Compose e-mail messages using only language I understand is acceptable in my school.
- Not respond to any messages that are unpleasant or that make me feel uncomfortable in any way. It is not my fault if I get a message like that.
- I will not use material from other web sites unless I have permission for the person who created the material. If I am unsure I will check with my teacher.
- Not use the internet to frighten or annoy or bully other people.
- Follow school guidelines and procedures when preparing materials for publication on the web.

When using I.C.T equipment, including but not limited to digital cameras, pen cams, mobile phones, mp3 players and interactive whiteboards I will:

- Only use I.C.T equipment for educational purposes.
- Not record, download or publish without the permission of the subject involved.
- Not upload any form of media to the server or internet without teacher permission.
- Use I.C.T. hardware, software and peripherals with care and responsibility ensuring equipment is returned correctly.
- Not use any personal I.C.T. equipment at school without teacher permission.

I understand that breaches of the rules will see me lose my internet/email access rights for a period of time determined by my teacher and the Internet/Email committee.

STUDENT NAME:
STUDENT SIGNATURE:
DATE:

Parent/Guardian Agreement:

I understand the school will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.

I do/do not consent to my child using the Internet at school for educational purposes in accordance with the Student Agreement above.

I do/do not consent to my child having their first name (last initial) published on the school's Internet site.

I do/do not consent to my child having their picture published on the school's Internet site.

I do/do not consent to my child corresponding with others, using email.

PARENT NAME:
PARENT SIGNATURE:
DATE: