



Bundarra Primary School

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Internet Acceptable Use Agreement

Bundarra Primary School believes the teaching of cyber-safety and responsible online behaviours is essential and is best taught in partnership between home and school. To be safe, students need to do the right thing by themselves and others – especially when they are not being monitored. Safe and responsible behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home. **This agreement applies to student's online behaviour both at school and at home.** Some online activities and behaviours are illegal and as such will be reported to police.

Part A – School support for the safe and responsible use of digital technologies.

At **Bundarra Primary School** we:

- Have policies in place that outline the values of the school and expected behaviours when students use digital technologies and the internet.
- Provide a filtered internet service.
- Provide supervision and direction for students when using digital technologies online.
- Support students in developing digital literacy skills.
- Teach a cyber-safety program which is reinforced across the school.
- Use mobile technologies **only** for educational purposes.
- Provide support to parents/cares through information evenings and through the document attached to this agreement for parents to keep at home.

Part B – Student Agreement. Safe and Responsible Behaviour.

When I/we use digital technologies I **communicate respectfully** by thinking and checking that what I write or post is kind and respectful. This means I:

- Never send mean or bullying messages or pass them on, as this makes me part of the bullying.
- Don't use actions online to be mean to others or spread gossip and rumours.
- Don't copy someone else's work or ideas from the internet and present them as my own.
- Use social networking sites for educational purposes and only with permission and direction by the teachers or parents/carers.
- Never use anyone's photo or video without their explicit consent.

When I use digital technologies I **protect personal information** by being aware that my full name, photo, birthday, address and phone number is personal information and **not** to be shared online. This means I:

- Protect my friend's information in the same way.
- I do not share my password with anyone other than my parents/carers.
- Don't join a space online without my parents or teacher's guidance or permission.
- Never answer questions online that ask for my personal information or personal information of my friends or family.

When I use digital technologies I **look after myself and others** by thinking about what I share and see online. This means I:

- Speak to a trusted adult if I see something that makes me feel upset or if I need help.
- Speak to a trusted adult if someone is unkind or if I know someone else is upset or scared.
- Stop to think about what I post or share online – **Is it Kind? Is it true? Is it necessary?**
- Use spaces or sites that are appropriate and legal for my age.
- Do not deliberately search for something inappropriate or offensive.
- Either turn off the screen or use the back button if I see something I don't like and tell a trusted adult straight away.
- Am careful and respectful with the equipment I use.

When I use my mobile phone, iPad or other mobile devices I/We agree to:

- Hand it into the office at the beginning of the day and collect after school – mobile phone.
- Protect the privacy of others and never post or forward private information or conversations about another person.
- Only take photos and record sound or video when it is a part of an approved lesson.
- Seek permission from individuals involved before taking photos, recording sound or videoing them - including ALL school staff.
- Seek explicit permission from individuals involved before publishing or sending photos, recorded sound or video to anyone else or to any online space.
- Be respectful of myself and others in photos.
- Never use these as tools for bullying or deliberately causing trouble.

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricula activities. I/We acknowledge and agree to follow these rules. I/We understand that my/our access to the internet and mobile technology at school will be renegotiated if I/We do not act responsibly. *I/We understand that action and consequences will be taken in the event of any breach of this agreement.*

Evaluation

This policy will be reviewed as part of the school's three year review cycle. Updated March 2020. This policy was ratified by school council on 30th July, 2019 and is due for review in Term 3, 2022.

I/We have read the Acceptable Use Agreement carefully and understand the significance of the conditions and agree to abide by these conditions. I/We understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked.

Family Name:..... **Date:**.....

Student/s Name/s:.....

Year Level/s and Class/s:.....

Student Signature/s:.....

Parent/Carer Name/s Signature/s:.....

If you have any concerns about this agreement or ideas for making the agreement better contact *Principal Tara Hulonce*. For further support with online issues students can call the Kids Helpline on 1800 551 800. Parents/Carers call Parentline 13 22 89.