



St Kevin's Catholic School

User Agreement for Network and Internet Services

Years 3 - 5 Student User Agreement

At St Kevin's Catholic School, Internet and Network Services are used to enhance teaching and learning through the use of computers, iPads, Chromebooks and the school network for communicating, publishing, research and for learning skills.

YEAR 3-5 STUDENT AGREEMENT

- Students and parents review the school rules and student user agreement
- Students sign the User agreement
- Parents/Guardians sign the user agreement
- Students access school network and devices under teacher supervision

As an ICT user at St Kevin's Catholic School students will follow all school rules when using iPads, Chromebooks and the internet.

We are Proud Learners

We are Safe

We are Respectful

We are Responsible

At St Kevin's we:

- Utilise iPads and Chromebooks for educational purposes
- Reinforce the school's rules and expectations when using technology
- Provide a filtered and monitored internet service
- Provide supervision and direction in internet activities
- Encourage cyber-safe thinking and choices.
- Provide support, information and/or learning opportunities for students to develop their understandings of cyber safety.

STUDENTS

As an ICT user at St Kevin's Catholic School:

School Devices

1. I will take care of the school's devices, return them correctly and make sure they are charged.
2. I will use the school's devices for the task I am meant to be doing.
3. I will look after the environment by not wasting resources; for example by:
not printing more copies than I need and not download large files unnecessarily.
4. If there is an error or problem with the device I will tell my teacher.
5. I will only use the camera and audio recording functions for learning purposes and inform the teacher or others when using the camera and audio recording functions.

Personal Information

6. I will keep my password/s to myself and not use the passwords of others.
7. I will not give out personal information such as my surname, address and phone number or that of my parents or others.

Student Accounts and Internet Access

8. I will use my Google account safely and responsibly.
9. I will store my work in my Google Drive folder.
10. I will only access information and apps that are useful to me in my learning.
11. I will only use the software applications and websites approved by the teacher.
12. I will not copy other people's work and call it my own, including pictures and information I find on the internet and network.

Communications and Cyber Safety

13. I will not use the school's internet or network services to download, display, print, create, save or transmit materials that:
 - use obscene, threatening, or disrespectful language
 - are rude or abusive
 - cause offence to others or engage in bullying behaviour
 - are illegal or dangerous
14. I will use polite and courteous language when communicating in online learning platforms eg. Google Classroom.
15. If I receive any messages that I do not like I will immediately tell a teacher or parent.
16. If I accidentally come across something I am unhappy with I will immediately click on the home or back button and inform the teacher
17. I will not intentionally spread viruses by e-mail or send unnecessary e-mails.

School Monitoring and Security

18. I know that the school may check devices and my account and may monitor my files and internet sites I visit.
19. I know that the school will take all reasonable precautions to ensure that I cannot access inappropriate materials, but it cannot be held responsible for the content I access through the internet.
20. I know that the school will not be responsible for any loss of data or for the accuracy of the information I obtain through the school's ICT.
21. **I understand that if I break any of these rules, then I may be unable to use ICT at school and I will need to renegotiate how and when I use ICT with the principal.**

Student: _____ Date: _____

Parent/guardian's signature: _____ Date: _____

Teacher: _____ Date: _____

PARENT/GUARDIAN AGREEMENT

I understand that St Kevin's Catholic School provides students with access to ICT, internet and network services that may include computers, the internet, intranet, software, e-mail, social media, chat, search engines, and collaboration tools to enhance teaching and learning.

The school may use various cloud based services to provide services such as e-mail, collaboration, web applications and data storage. Consequently, student account details and data may be transferred, stored and processed in the United States or any other country utilised by these providers. In signing this agreement I consent to this transfer, processing and storage of information.

School personnel responsible for the cloud systems may have the ability to access, monitor, use or disclose data and associated administrative data for the purposes of administering the system and ensuring its proper use. In signing this agreement I consent to such access, use and disclosure.

I agree to (student's name) _____ using the internet and network services at the school for educational purposes in accordance with the Acceptable Use Agreement for Students above.

I understand that the school cannot control what is on the internet and that some materials on the internet may be objectionable. I understand that the school will take all reasonable precautions to minimise the risk of exposure to unsuitable material and unwanted contact. I understand that the school will not be responsible for any financial obligations my child incurs through use of network services.

I believe my son/daughter understands this responsibility, and I hereby give my permission for him/her to access the internet under the school rules. I understand that students breaking these rules will be subject to appropriate action by the school. This may include the loss of internet and network services access for some time, as determined by the Principal.

Parent / Guardian's name: _____

Parent / Guardian's signature: _____ **Date:** _____

Class Teacher's signature: _____ **Date:** _____