Flemington Primary School - 3-6
Acceptable User Agreement
Digital Technologies 2016

Student Name: ___________________ Year: __________

Dear Parents/Guardians,

Flemington Primary School believes the teaching of cyber safety and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

Students today spend increasing amounts of time online, learning, collaborating and socialising. To be safe online and to gain the greatest benefit from the opportunities provided through an online environment, students need to do the right thing by themselves and others online.

Safe and responsible behaviour is explicitly taught at our school and parents/guardians are requested to reinforce this behaviour at home.

Some online activities are illegal and as such will be reported to police, e.g. illegal downloads,

School Support for the Safe and Responsible Use of Digital Technologies
Flemington Primary School uses online spaces, e.g. Edmodo, Google Drive, the Internet and digital technologies as teaching and learning tools. We see the Internet and mobile devices as valuable resources, but acknowledge they must be used responsibly.
Your child has been asked to agree to use online spaces, the Internet and mobile devices responsibly at school.
Parents/guardians should be aware that the nature of the Internet is such that full protection from inappropriate content can never be guaranteed. However, the school has a secure network with filters in line with DET polices and protocols

At Flemington Primary School we:

- have policies in place that outline the values of the school and expected behaviours when students use digital technologies http://www.flemingtonps.vic.edu.au

- provide a filtered internet service

- provide supervision and direction in online activities when using digital technologies for learning

- support students in developing digital literacy skills

- have a cyber safety program which is reinforced across the school

- use mobile devices for educational purposes

- provide support to parents/carers to understand this agreement and reinforce agreed behaviours

Student and Parent Agreement for Safe and Responsible Use of Digital Technologies
(Students, please tick each box to demonstrate your understanding of each point)

When I use digital technologies, I have responsibilities and rules to follow:

I agree to:

COMMUNICATE RESPECTFULLY
- by always thinking and checking that what I write or post is polite and respectful.
- being kind to my friends and classmates and thinking about how the things I do or say online might make them think or feel.
- be respectful in how I talk and work with others online and never write or participate in online bullying.
- creating and presenting my own work and if I do copy something from the Internet, letting others know by sharing the website link to acknowledge the creator.

PROTECT PERSONAL INFORMATION by being aware that my full name, photo, birthday, address and phone number is personal information and is not to be shared online. This means I:
- protect my friends’ information in the same way.
- protect my passwords and don’t share them with anyone except my parents/guardians.
- only ever join spaces with my parents or teacher’s guidance and permission.
- never answer questions online that ask for my personal information.
- know not to post three or more pieces of identifiable information about myself.

LOOK AFTER MYSELF AND OTHERS by thinking about WHAT I share online. This means I:
- stop to think about what I post or share online.
- use spaces or sites that are appropriate for my age and if I am not sure I ask a trusted adult for help.
- 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 to me or if I know someone else is upset or scared.
- don’t deliberately search for something rude or violent.
- turn off or close the screen if I see something I don’t like and tell a trusted adult.
- am careful with the equipment I use.

WHEN I USE DIGITAL TECHNOLOGIES AT SCHOOL I WILL:
- use an ‘online name’ or avatar when sharing my work online.
- use the technology at school for learning, use the equipment appropriately and not interfere with work of other students.
- not download or bring unauthorized applications or files.
- not access any inappropriate websites.
- not access other students files or folders.
- report anything inappropriate straight away.
- talk to my teacher or another adult if:
  - I need help online.
  - I’m not sure what I should be doing on the Internet.
  - I come across sites which are not appropriate.
  - someone writes something I don’t like, or makes me or my friends feel uncomfortable or asks me to provide information that I know is private.
  - I feel the welfare of other students is being threatened.

If I use my mobile device at school I agree to:
- use it as requested for learning purposes as directed by my teacher.
☐ be responsible in my use and not use the device to find, create or send information that might be harmful, inappropriate or hurtful to me or anyone else.

When using my mobile device as a camera I will:
☐ only take photos and record sound or video when it is part of a class or lesson.
☐ seek permission from individuals involved PRIOR to taking photos, recording sound or videoing them (including teachers)
☐ check provision of written permission from individuals involved PRIOR to publishing or sending photos, recorded sound or video to anyone else or to any online space. (check with classroom teacher)
☐ seek teacher permission before uploading any content to websites, blog etc.

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

Student Name: _______________________________ Year Level: __________
Student Signature: _______________________________
Parent/Carer Signature: ___________________________ Date: __________
Teacher: _______________________________

For further support with online issues students can call Kids Helpline on 1800 55 18. Parents/carers call Parentline on 132289 or visit http://www.esafety.gov.au