

Students and parents are required to read and sign this perpetual agreement so that students can use Bridgewater Primary School equipment and/or BYO iPad.

**Parents and students please sign, date and return the tear off slip of this agreement to the Front Office.**

## **Bridgewater Primary School ICT Use Agreement (Perpetual)**

**Including Bring Your Own iPad (BYOi) for Years 5 to 7**

**Curriculum Computer Network, General Hardware and Equipment, Internet and Email Use, Mobile Phones**

I understand and agree to the following:

1. I will use ICT resources for **appropriate, teacher approved, educational learning tasks only** while at school. (No games, movies, social media, viewing and showing photos, unauthorized programming or personal browsing etc.)
2. I will not use devices at recess, lunch time, or before or after school.
3. I will not take or share images (photos or videos) of myself or other students.
4. I will not use, handle or take other people's device and will use school ICT carefully and responsibly. I will immediately report any equipment faults.
5. I will only create, access, copy, distribute material that is appropriate, ethical and not offensive.
6. I will keep my personal details (last name, address, phone number, etc.) and those of others, in any electronic communications, private.
7. I will keep my passwords private. I will only access my own accounts.
8. I will seek permission before using the internet and/or printing.
9. I will reference any material copied/downloaded from the internet and not breach copyright. I will not plagiarise the work of others. (Plagiarism is taking ideas, images or writing of others and presenting them as your own.)
10. I will be responsible for the management of my files and data.
11. I will immediately report the misuse of any ICT equipment that I notice to an adult. This includes inappropriate searching, on line postings or using equipment for things other than school tasks. I will not be a by-stander.
12. I will follow the borrowing procedures.
13. I accept that breaking this agreement will result in consequences in-line with the offence. Consequences may include:
  - repair or replacement of equipment willfully or carelessly damaged
  - only working under direct teacher supervision
  - loss of access privileges
  - conferencing with members of the school Leadership Team
  - notes home referring to the inappropriate behavior
  - suspension from using computers and iPads for a period of time
  - suspension from school
  - police report if behaviour involves breaking the law – distribution of pornography, cyber bullying and threats, racial/sexual harassment.

As the Internet gives access to information and computer systems around the world, users and parents of users, need to understand that neither Bridgewater Primary School nor any staff member controls the content of the information available on the Internet. Department for Education Internet filtering and adult supervision provide a very high level of protection and monitoring, but users must be aware that access to the Internet carries responsibilities that should be followed at all times.

**All Department for Education schools have 24/7 responsibility to follow up inappropriate use of ICT.**

Return this section to Front Office

This agreement must be **signed by Student and Parent** and returned to the **Front Office**.

### **BPS STUDENT AND PARENT ICT USE AGREEMENT (Perpetual)**

Student's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

We have read the Bridgewater Primary School ICT Use Agreement and accept the identified guidelines.

Parent's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_