

ST ANTHONY'S SCHOOL

Acceptable Use of Technology Agreement 2018



A light beneath our feet

INTRODUCTION

At St Anthony's School we are excited about a future where communication – written, verbal, visual, and auditory - will be vitally important. We are living in an era where breakthrough computer and communication based technologies are revolutionising our access to information. These technologies provide choices as to how we communicate with the world around us.

As a school community we choose to educate, be educated and interact in a manner that is consistent with our faith – the values Christ taught us.

ACCEPTABLE USE OF TECHNOLOGY POLICY

The purpose of these guidelines is to ensure that students at St Anthony's School use our technology resources in an appropriate manner. As such...

When students use digital technologies they:

May access the Internet and online tools such as websites, email and blogs, only with a teacher's permission.

Will use ICT responsibly

This means:

- ✓ not changing any settings on any device, including computers, laptops and iPads.
- ✓ only using programs or apps permitted by the teacher.
- ✓ not loading any programs or apps to the iPad, computer or network without permission from a teacher.
- ✓ Students from Years 3 to 6 having access to School Email accounts using the email feature of Google Apps for Education and/or Microsoft Office 365 and using these accounts in a responsible manner and not accessing email from other email providers including non-school Gmail.

Will communicate respectfully by thinking and checking that what they write or post is polite and respectful.

This means:

- ✓ never sending hurtful or bullying messages or passing them on, as this makes me part of the bullying
- ✓ not using actions online to be hurtful to others. (This can include leaving someone out to make them feel bad)
- ✓ not copying someone else's work or ideas from the internet and presenting them as their own.

<http://www.smartcopying.edu.au/scw/go/pid/1016>

Will protect personal information by being aware that their full name, photo, birthday, address and phone number is personal information and should not be shared online.

This means:

- ✓ protecting their friends' information in the same way.
- ✓ protecting their password and not sharing it with others.
- ✓ only joining a space online with their parent / carer or teacher's guidance and permission.
- ✓ never answering questions online that ask for their personal information.

Will be careful with the equipment they use

This means

- ✓ taking good care of the device assigned to them.
- ✓ keeping food and drinks away from all digital devices.
- ✓ not disassembling any part of the device.
- ✓ not defacing or deliberately damaging the device.
- ✓ not accessing another students account without permission.

Parents acknowledge

- ✓ that students' work samples or photos may be displayed in School online sites/spaces that are password-protected areas, which are not accessible to the general public.
- ✓ students not accepting these guidelines will be subject to the school's discipline policy

I have read, understand, and agree to follow all responsibilities as outlined above.

Student Name: _____ Parent / Carer Name: _____

Student Signature: _____ Parent / Carer Signature: _____

Class: _____ Date: _____