

Cyber Safety Use Agreement

Sample Students Use Agreement

1. I can only use the computers and other School ICT equipment/devices for my schoolwork.
2. If I am unsure whether I am allowed to do something involving ICT, I will ask the teacher first.
3. I will log on only with my username and will not allow anyone else to use my username.
4. I will not tell anyone else my password. If I need to show my parents/carers something which is password-protected, I agree to log in with them.
5. I can only go online or access the Internet at school when a teacher gives permission, and an adult is present. I can only access websites that my teacher directs me to use.
6. I understand that I must not, at any time, use the Internet, email, mobile phones, or any ICT equipment/device to be mean, rude, offensive, or to bully, harass, or in any way harm anyone else connected to our School.
7. While using a computer I will not:
 - a. attempt to search for things online I know are not acceptable at our School. This could include anything that is rude or violent or uses unacceptable language such as swearing.
 - b. make any attempt to bypass security measures, monitoring and filtering that is in place at the school.
8. If I accidentally find anything mean or rude or things, I know are not acceptable at our school on any ICT, I will:
 - not show other students.
 - turn off the screen or minimise the window.
 - immediately report the incident to a teacher.
9. I understand that I must not download or install any files such as music, videos, games, or programs without the permission of a teacher. This is to ensure we are following copyright laws.
10. The School Cyber Safety rules apply to any ICT equipment/devices brought to school including mobile phones.
11. I will not supply any personal information online unless I have my teacher's permission as personal information can identify you. Personal information includes but is not limited to:
 - Name
 - Address
 - Email address
 - Phone numbers
 - Photos
12. I will respect the school's ICT network and will treat all ICT equipment/devices with care. This includes:
 - not intentionally disrupting or interfering with any school network and systems
 - not attempting to gain unauthorised access to the school's ICT network and system.

- using my allocated computer in computer rooms/classrooms
- only doing my own work on the computer
- not misusing equipment or changing settings
- staying in my seat unless I have permission to move around the room.
- following all school Cyber Safety rules, and not joining in if other students choose to be irresponsible with ICT.
- not having food or drink near equipment.
- reporting any breakages/damage to a staff member

13. I understand that if I break these rules, the school may need to inform my parent(s)/carer(s). In serious cases, the school may take disciplinary action against me. I also understand that my family may be charged for any repair costs.

Name:

Year-Level at School:

Signature:

Sample Parents Agreement

I have read and understood the Cyber-safety/Technology User Agreement and I am aware of the school's initiatives to maintain a cybersafe learning environment and agree to the following.

I allow my child to access the school computer network abiding by the Cyber Safety/Technology User agreement and support consequences for breach of behaviour.

I allow my child to access the internet at school abiding by the Cyber Safety/Technology User agreement and support consequences for breach of behaviour.

I allow my child's work, with their consent, to be published on the school's Intranet.

I allow my child's image to be published on the school's website and identified only by first name if necessary.

Name of child:

Year of enrolment at school:

Name of parent/caregiver/legal guardian:

Signature of parent/caregiver/legal guardian:

Date:

Please note: This agreement will remain in force as long as your child is enrolled at this school. If it becomes necessary to add/amend any information or rule, you will be advised in writing.

PLEASE RETURN THIS SECTION TO SCHOOL AND KEEP A COPY FOR YOUR OWN REFERENCE.