



St Simon Peter CPS Information and Communication Technology (ICT) User Agreement

St Simon Peter CPS recognises the need for students to be safe and responsible users of digital technologies. Using resources in a sensible way can help students to learn many lifelong skills and to develop their full potential academically, emotionally and physically in the Christian tradition.

When I use digital technologies I:

- **may access the Internet** and online tools such as email, messaging, blogs, only with a teachers 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

- **will communicate respectfully** by thinking and checking that what I write or post is polite and respectful.

This means:

- ✓ never sending hurtful or bullying messages or pass 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 my own.

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

- **will protect personal information** by being aware that my full name, photo, birthday, address and phone number is personal information and not to be shared online.

This means:

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

- **will be careful** with the equipment I use

This means

- ✓ taking good care of the device assigned to me
- ✓ 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

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

Student Name: _____

Parent Name: _____

Student Signature: _____

Parent Signature: _____

Date: _____