



## Digital Technologies Code of Conduct 3-6 - Student Agreement

PARENTS PLEASE DISCUSS WITH YOUR CHILD, SIGN AND RETURN TO YOUR CHILD'S TEACHER  
(This document will be signed each year the student is enrolled at Surrey Hills PS)

**The Digital Technologies equipment (including, but not limited to, computers, iPads and cameras) at Surrey Hills Primary School are only to be used for educational purposes. The purpose of this Code of Conduct and Agreement is to provide a safe and supportive learning environment for all students.**

I agree to follow all teacher instructions regarding the use of computers, electronic devices and the internet. Mobile Phones/other personal devices are not to be used at school.

**While using the school equipment (eg. computers, iPads, cameras etc):**

- I will not reveal my password/s, or anyone else's, to anyone except a teacher or parent;
- I will respect the privacy of others and not interfere with their files or folders or use their access
- I will respect all equipment provided for my use (this includes not vandalising or interfering with the setup of computers and iPads - hardware, network or software – this includes changing backgrounds and moving apps);
- I will seek approval before printing or uploading;
- I will not take photos or videos of others without their permission;
- I will not create, use or share material of an offensive or inappropriate nature.

**While I have access to digital technologies:**

- I will only use them for activities related to my school work;
- I will be polite and use appropriate language when communicating electronically (e.g. email, communication applications, closed chat (within class) forums)
- I will not respond to communications from people I don't know without teacher approval;
- I will not look for anything that is illegal, dangerous or offensive;
- If I accidentally come across something that is illegal, dangerous or offensive, I will immediately inform the teacher ;
- I will be a smart, safe, responsible and ethical user of Digital Technologies and not reveal any personal details including name, school, home address or phone numbers – mine or anyone else's;
- I will not copy information and claim the work of others as my own (this is plagiarism);
- I will seek the permission to use other's own creations i.e. music, images (including publishing photos with other people in them);
- I will not download material from or upload material to the internet without permission;
- I will not bring or download unauthorised programs, including games, to the school or run them on school computers or iPads;
- I will inform the school if I become aware of dangerous, offensive (including cyber bullying), inappropriate or discriminatory use of equipment or programs including communications by a student at Surrey Hills Primary School, whether at school or at home. I understand this includes mobile devices such as phones, tablets etc.

I understand that if the school decides I have broken these rules, appropriate action will be taken. This may include loss of personal equipment or use of school equipment or internet access, consequences as outlined in the Student Wellbeing Policy and my parents/guardians will be contacted.

Student's name: \_\_\_\_\_

Student's Homegroup: \_\_\_\_\_

Student's signature: \_\_\_\_\_

Parent / Guardian's signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Digital Technologies Code of Conduct F-2 - Student Agreement

PARENTS PLEASE DISCUSS WITH YOUR CHILD, SIGN AND RETURN TO YOUR CHILD'S TEACHER

(This document will be signed each year the student is enrolled at Surrey Hills PS)

**The Digital Technologies equipment (including, but not limited to, computers, iPads and cameras) at Surrey Hills Primary School are only to be used for educational purposes. The purpose of this Code of Conduct and Agreement is to provide a safe and supportive learning environment for all students.**

When using Digital Technologies at school:

I will be careful with the equipment	I will use respectful language to talk to other people when using online forums
--------------------------------------	---



I will follow teacher instructions and use them only for my school work



I will not delete, install or move apps on the iPads



I will not share personal information on the internet



I will not share my username or password	<i>Glue privacy flap here</i>	Username:  Password:
--	---------------------------------------	----------------------------

I will talk to a teacher or adult if I am uncomfortable with anything I see	I will ask permission before I take photos or videos of other people
---	--

Student's name: \_\_\_\_\_

Student's Homegroup: \_\_\_\_\_

Student's signature: \_\_\_\_\_

Parent / Guardian's signature: \_\_\_\_\_

Date: \_\_\_\_\_