

Broadmeadows Primary School

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**Broadmeadows Primary School Acceptable Use Agreement**

This agreement is to be signed by the student and parent.

**When I use technology, both at school and at home I have responsibilities and rules to follow. I agree to:**

* be a safe user whenever and wherever I use that technology.
* be responsible whenever and wherever I use technology and support others by being respectful in how I talk to and work with them and never write or participate in online bullying. This includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour.
* report to an adult if I feel unsafe or uncomfortable online or see a friend being unsafe or being made to feel uncomfortable by others.

**When at school I agree to:**

* behave in a way outlined in the school’s Code of Conduct when online or using mobile technology.
* keep myself and my friends safe by not giving out personal details including full names, telephone numbers, addresses and images and protecting my password
* use the technology at school for learning, use the equipment properly and not interfere with the work or data of another student
* not transfer to other students unauthorised programs or files including material of any kind rated MA or R or any other inappropriate material or communicate information about such material in any form.
* use an ‘online name’ and avatar when sharing my work online.
* remember that the content on the web is someone’s property and ask my teacher / parent to help me get permission if I want to use information or pictures
* think carefully about what I read on the Internet, question if it is from a reliable source and use the information to help me answer any questions (I should not copy and paste the information as my answer).
* not bringing memory sticks or any other storage devices to school
* talk to my teacher, my parents or another adult if:
  + I need help online
  + I am not sure what I should be doing on the internet
  + I come across sites which are not suitable
  + someone writes something I don’t like, or makes me and my friends feel uncomfortable or asks me to provide information that I know is private
  + I feel that the welfare of other students at the school are being threatened

**Consequences of breaking this agreement**

Any breaking of this agreement will be seen as a breach of the school’s student code of conduct.

Please note that any serious breaches of this agreement will result in an immediate loss of network privileges and in the case of students with netbooks the immediate confiscation of that netbook for a period of time deemed appropriate by the school principal or assistant principal.

Such breaches would include:

* bringing MA, R rated or other inappropriate material to school
* transmitting, transferring or sharing such material
* software, music and movie piracy
* cyber bullying

Depending on the nature of the breech of this agreement further action may be taken through the Department of Education and Training or advice may be sought from the Victoria Police.

**As a parent I agree to:**

* Ensuring I understand this agreement and the consequences for breaches of this agreement.
* Discussing this agreement with my child.
* Providing Internet Filtering Software at home to ensure my child’s safety and security while accessing the internet at home.
* Understanding that my child’s leased netbook is subject to random audits by school staff.
* Supporting the school in sanctions that are applied for breaches of this agreement.

This Acceptable Use Policy also applies to students during school excursions, camps and extra-curricula activities.

I acknowledge and agree to follow these rules. I understand that my access to the Internet and mobile technology at school will be renegotiated if I do not act responsibly.

Student Name: ...........................……………………………………………..

Student Signature: ……………………………………………………………......

Parent Name: ...........................……………………………………………..

Parent Signature: …………………………………………………………….......