



# Pleasant Heights Public School

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## 2017 STUDENT TECHNOLOGY USE POLICY

### Rationale

Pleasant Heights Public School is committed to the innovative integration of technology into the teaching and learning programs of the school. This document defines the policy for school students of Pleasant Heights Public School in the appropriate and acceptable use of information and communications technology.

### Objectives

- The internet provides an opportunity to enhance students' learning experiences by providing access to, and interaction with, vast amounts of information across the globe. Online communication links students a collaborative learning environment and is intended to assist with learning outcomes.
- Use of technology, the internet and online communication services provided by Pleasant Heights Public School is intended for learning and communication. Access to internet and online communication tools at school will assist students to develop the information and communication skills necessary to use the internet effectively and appropriately.
- Responsible use of the technology by students, with guidance from teaching staff, will provide a secure and safe learning environment.
- Students using internet and online communication services have the responsibility to report inappropriate behaviour and material to their teachers.
- Students who use the internet and online communication services provided by Pleasant Heights Public School must abide by the conditions of acceptable usage listed below.
- Students should be aware that a breach of this policy may result in disciplinary action in line with their school's discipline policy.

### Conditions of Acceptable Usage

The internet and online communication devices are made available for the use of students and under the following conditions:

- The Technology Use Agreement will be sent home with a copy of this policy document.
- The Technology Use Agreement will form the basis of a contract that parents/caregivers and students agree to.
- Parents/caregivers and students will need to sign the relevant sections of the Technology Use Agreement form, agreeing to all rules and conditions.

These guidelines reflect the DEC 'Online Communication Services: Acceptable Usage for School Students Policy' (June 2006)

**Please keep this page at home as a reference**

# 2017 STUDENT TECHNOLOGY USE AGREEMENT

## I agree that I will:

- make sure that my internet and online communication is related to my learning
- follow all teacher's instructions regarding the use of the school's technology
- keep passwords to myself and change them when asked, or when known by another user
- log off at the end of each session
- tell the teacher if I receive a computer virus or spam or if I receive a message that is inappropriate or makes me feel uncomfortable
- tell the teacher if another user asks for my personal information
- ensure anything I publish on the internet or intranet has the approval of my teacher and has appropriate copyright clearance
- report any internet site accessed that is inappropriate.

## I agree that I will not:

- damage technology equipment
- change any settings on any devices
- allow others to use my personal e-learning account
- create or forward inappropriate emails
- participate in any form of cyber-bullying, threatening or harassing or similar activities
- send or publish unacceptable or unlawful material or remarks, including offensive, abusive or discriminatory comments
- send or publish inappropriate material or correspondence
- send or publish false or defamatory information about a person or organisation
- reveal personal information including names, addresses, dates of birth and telephone numbers of myself or others
- upload photographs of staff or other students without consent
- attempt to break copyright.

## I am aware that:

- all use of internet and online communication services can be traced to my e-learning account
- I am responsible for my actions while using the internet and online communication devices and services
- if I break any of these rules, disciplinary action in line with the school's discipline policy may result, which may include my technology access at Pleasant Heights Public School being reviewed and possibly suspended, depending on the seriousness of the offence.

I, \_\_\_\_\_ (print name in full) of class \_\_\_\_\_

accept and abide by the above rules and conditions.

Student's Signature \_\_\_\_\_

Parent/Caregiver Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE SIGN AND RETURN THIS PAGE TO YOUR CLASS TEACHER**