



TOORAK PRIMARY SCHOOL

Student Acceptable Use Agreement F - 2

School profile statement

At Toorak Primary School we support the right of all members of the school community to access safe and inclusive learning environments, including digital and online spaces. This form outlines the School's roles and responsibilities in supporting safe digital learning, as well as the expected behaviours we have of our students when using digital or online spaces.

At our School we:

- Have a **Student Engagement Policy** that outlines our School's values and expected student behaviour. This Policy includes online behaviours;
- Have programs in place to educate our students to be safe and responsible users of digital technologies
- Educate our students about digital issues such as online privacy, intellectual property and copyright;
- Supervise and support students using digital technologies in the classroom;
- Use clear protocols and procedures to protect students working in online spaces. This includes reviewing the safety and appropriateness of online tools and communities, removing offensive content at earliest opportunity, and other measures;
 - See: [Duty of Care and Supervision](http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/prindutycare.aspx)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/prindutycare.aspx)
- Provide a filtered internet service to block inappropriate content. We acknowledge, however, that full protection from inappropriate content cannot be guaranteed
- Use online sites and digital tools that support students' learning;
- Address issues or incidents that have the potential to impact on the wellbeing of our students;
- Refer suspected illegal online acts to the relevant Law Enforcement authority for investigation;
- Support parents and care-givers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home. The following resources provide current information from both the Department of Education & Training and The Children's eSafety Commission:
 - [Bullystoppers Parent Interactive Learning Modules](http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
 - [iParent | Office of the Children's eSafety Commissioner](http://www.esafety.gov.au/education-resources/iparent)
 - (<https://www.esafety.gov.au/education-resources/iparent>)

Conditions for use for student owned devices

This includes those purchased from an external provider. If taken home, the student must bring portable devices fully-charged to school each school day. Parents/guardians and students should be aware that files stored on the device, or on the school's server, are not private. All devices purchased from an external provider must have insurance provided by iBroker.

This Acceptable Use Agreement applies to all digital technologies and the internet including (although not limited to):

- school owned ICT devices (e.g. laptops, iPads, printers, scanners)
- internet, intranet
- cloud services (e.g. Google Classroom and Google drives)
- online digital portfolios (e.g. Seesaw)
- video and photo sharing websites (e.g. YouTube)
- blogs or micro-blogs
- forums, discussion boards and groups
- wikis (e.g. Wikipedia)
- podcasts
- video conferences and web conferences.



TOORAK PRIMARY SCHOOL

My ideas on safe and responsible behaviour

When I use digital technologies I **communicate respectfully**. This means I:

(write or draw...)

When I use digital technologies I **protect personal information**. This means I:

(write or draw...)

When I use digital technologies I **respect myself and others**. This means I:

(write or draw...)

Student Name: _____ Student Signature: _____ Grade: _____

Parent Permission

I agree to allow my child to use the Internet at school. I have discussed the scenarios, potential problems and responsible use of the Internet with him/her.

I will contact the school if there is anything here that I do not understand. If there is a situation which concerns me, I will contact the school.

Parent/Guardian Signature: _____ Date: _____