Responsible use of ICT
Student and Parent Agreement

To the Student and Parent/Guardian/Carer please:
1. READ this page carefully and ensure that you and your child understand your responsibilities
2. SIGN the appropriate section on the form.
3. RETURN the signed slip to the school.
4. KEEP this document for future reference.

1. I will not use ICT equipment at school until my parents/guardians and I have read and signed my Responsible use of ICT form and returned it to the school.
2. If I have my own user name, I will log on only with that user name. I will not allow anyone else to use my user name.
3. I will not share my password with anyone unless asked to by a teacher.
4. While at school or a school-related activity, I will not have any involvement with any ICT material or activity which might put myself or anyone else at risk (e.g. bullying or harassing).
5. I will act as a responsible and respectful person when using ICT. I will not use ICT to upset, offend, threaten or harm in any way.
6. I understand the ICT refers to computers, mobile telephones, personal music/video players, data storage devices and cameras and the content that can be accessed, created, used and shared by these devices. Any of these devices may only be used at school with the consent and knowledge of a teacher (this includes privately owned devices).
7. I will not intentionally access inappropriate material when at school. If I accidently access inappropriate material I will
   i. Not show others
   ii. Turn off the screen or minimise the window (if able to do so)
   iii. Report the incident to a teacher immediately.
8. I will not download material without teacher permission. I will not print without teacher permission.
9. I will not give out personal information online about myself or any other person. This includes name, address, email, phone number, age and photos.
10. I will respect all ICT equipment and ICT systems in the school and treat it with care. I will report any breakages or damages to a teacher.
11. I understand that the school may monitor the use of ICT in the school and restrict access.
12. I understand that if I break these rules action will be taken by the school.

I have read, understood my responsibility and agree to the terms set out in the Responsible use of ICT- Student and Parent/Guardian use agreement. I know that if I breach this agreement there may be serious consequences.

Name of Student: ___________________________    Signature: ___________________________

Name of Parent /Guardian(s) ___________________________    Signature: ___________________________

Date: ____________