

Responsible Use of Digital Technologies Agreement

When using digital technologies at Toko School I will always be a good digital citizen. This means that:

- I will not share my password for the school network with anyone else
- I will only use my own user name to log in to the school network
- I will be responsible for my school email account and ensure it is never used for inappropriate or offensive communication
- I will always use digital technologies to interact with others in positive, meaningful ways and I will think about the effect that my actions have on other people
- I will not share personal information – mine or anyone else's - online or between devices via Bluetooth
- I will always ask permission before filming, taking photos or voice recording and will do so for learning purposes only
- I will not download files such as music, videos, games or programmes without the permission of a teacher as this may violate copyright laws
- I will not access or attempt to access inappropriate or objectionable material. If I accidentally encounter such material I will immediately remove it from the screen and won't share with other students
- I will think carefully about whether the information I see online is true and check facts before I use them
- I will always use school digital technology systems and equipment with care and for educational purposes only
- I will also apply these responsible use rules when using personally owned devices, such as a mobile phone or laptop, both on the school site or at any school-related activity, regardless of location
- I will always ask a teacher or responsible adult for help if I experience any problems when I use technology.

Student Declaration

I understand these guidelines for responsible use are to be followed when using any technology at school or on any school activity. I am aware that this may include the use of a device that the school does not own. I understand that if I breach this Responsible Use of Digital Technology Agreement, I may lose access to school digital technology services, including the use of the internet, on school owned devices or any personally owned device used at school.

Name:

Year level:

Signature:

Date:

Parent Declaration

I understand that the school encourages responsible behaviour by students when using technology to help protect themselves and each other from experiencing harm online. I am aware that this “Responsible Use of Digital Technologies Agreement” is part of that, and that it encourages students to consider how their actions can affect themselves and those around them.

I have read the ***student responsible use agreement*** and have talked with my child about what it means to them. I am happy that my child understands what this means, and that they are capable of working within the guidelines.

I am aware that students can experience challenges when using technology, but that the school makes every effort to support students to manage those challenges effectively. I understand that by learning to deal with them in a safe environment with the appropriate support they will be better prepared to deal with those challenges in the future.

If I have questions or concerns about the way in which technology is being used by my child at school, I know the school is happy to discuss this with me, and I am aware that I am welcome to do this at any time.

Name:

Date:

Signature: