

# ICT AGREEMENT FORM

WOODRIDGE STATE SCHOOL



## PERSONAL INFORMATION

Name of Student :   
Class :  Date :         
D D M M Y Y

Parent/Care Name and relation

Date :

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Acknowledgment

I agree with my student

I agree on behalf of my student

I require further information

\_\_\_\_\_  
Signature Of Parent/Carer

## DAILY USAGE

Agree

I will ensure my device is charged, stored correctly in the lockable storage and ready to use at the beginning of each school day.

I will hold the device with two hands when carrying it and will walk with it at all times.

I will keep food and drinks away from my device at all times.

I will immediately report any accidents or breakages to my teachers.

I understand that if any damage to a device is caused by deliberate or careless actions of a student the costs of repair will be passed onto those involved and necessary behaviour consequences may apply. The decision around the responsibility for repair costs is at the discretion of the Principal.

I will follow all staff directions in relation to the use of my allocated device

It is a tool provided by the school at no cost to enhance and help my learning, not my personal device

THANK YOU FOR YOUR INFORMATION

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## CONTENT

### Agree

- I will use my laptop only to support my school learning program whilst at Woodridge State School
- I permit my teachers and parents to perform checks to monitor that I have not installed illegal / unsuitable software and content and to check the websites which I visit. I understand there will be consequences for inappropriate use including, but not limited to, loss of privilege of using the Laptop/ iPad for a period of time.
- I will ensure there is adequate free storage available on my device for classroom use. Social networking apps are not permitted and only appropriate pictures and videos are to be stored on the device.
- I am responsible to ensure my work is saved properly and backed up.

## SAFETY AND SECURITY

### Agree

- Using the internet for educational purposes and use the equipment properly  
I will only go to websites at school that support my learning activities. I will only connect to the school's filtered internet service managed by Education Queensland.
- Never participating in online bullying (e.g. forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours);  
Protecting the privacy of others by never posting or forwarding their personal details or images without their written consent;
- Protecting my privacy by not giving out personal details, including my full name, telephone number, address, passwords and images;
  - Protecting the privacy of others by never posting or forwarding their personal details or images without their written consent;
  - For security reasons, I am not to share account names and passwords with anyone unless requested by Woodridge State School staff when servicing the device.
  - Not interfering with network systems and security or the data of another user; Nor attempting to log into the network with a user name or password of another student

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## SAFETY AND SECURITY

### Agree

- I will only use my school email account for mail related to my learning. Electronic messaging, communications and file transfer may be used for educational purposes only, under the direction of my teacher.
- Talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behavior;
- The school name, crest or uniform must not be used in any way which would result in a negative impact for the school and its community. I will not post photos, audio or video of such online (either at school or at home).
- Thinking carefully about the content I upload or post online, knowing that this is a personal reflection of who I am and can influence what people think of me;
- Abiding by copyright and intellectual property regulations by requesting permission to use images, text, audio and video, and attributing references appropriately;
- I will use my device lawfully and in accordance with the Appropriate Use/Behaviour of School Network guidelines regarding ethical use of equipment, technology, use of legal software, use of the Internet and the protection of personal data.

## MOBILE PHONES

In addition, when I use my personal mobile phone I agree to be a safe, responsible and ethical user at all times, by:

- Handing any devices into the office as soon as I arrive at school and will collect it before leaving the school grounds for the day
- Never take and sharing photographs or sound or video recordings on my own personal device.

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## ACKNOWLEDGEMENT AND AGREEMENT

### Agree

This Acceptable Use Agreement also applies during school excursions, camps, and extra-curricular activities. I acknowledge and agree to follow these rules. I understand that my access to the internet at school will be renegotiated if I do not act responsibly.

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement.

I understand that there are actions and consequences established within the school and that any breach of these conditions will result in Internet and mobile technology access privileges being suspended or revoked.

Refer to Student Code of Conduct for further information

Name of Student  
Class

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Date

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Signature Of Student

THANK YOU FOR YOUR INFORMATION