Acceptable Use Agreement
(To Be Signed by both Parents and Students)
For the Student to Use School Intranet, Internet and Digital Technologies at Wynyard High School

I have read the Acceptable Use Agreement carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked.

Student Name ___________________________ Class: ___________________________

Year Level ___________________________

Student Signature ___________________________

Parent/Carer Signature ___________________________

Date: ___________________________

If you have any concerns about this agreement or ideas for making the agreement better contact Wynyard High School.

For further support with online issues students can call Kids Helpline on 1800 55 1800. Parents/carers can visit http://www.cybersmart.gov.au or call Parentline on 1300 808 178.

Wynyard High School believes the teaching of cybersafe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

21st century students spend increasing amounts of time online, learning and collaborating. To be safe online and to gain the greatest benefit from the opportunities provided through an online environment, students need to do the right thing by themselves and others online, particularly when no one is watching.

Safe and responsible behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home.

Some online activities are illegal and as such will be reported to police.

School support for the safe and responsible use of digital technologies.

Wynyard High School uses the internet and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly.

Your child has been asked to agree to use the internet and mobile technologies responsibly at school. Parents/carers should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.
At Wynyard High School we:

- provide a filtered internet service
- provide access and model appropriate use within the Wynyard High School Intranet- the Department of Education’s secure learning environment.
- provide supervision and direction in online activities and when using digital technologies for learning
- support students in developing digital literacy skills
- have a cyber safety program which is reinforced across the school
- use mobile technologies for educational purposes (e.g. podcasts or photos from excursions)
- provide support to students to understand this agreement
- reinforce that cyber safe and responsible behaviours are expected in their school use of digital technology.

Student Agreement

When I use digital technology I agree to:

- be a safe, responsible and ethical user whenever and wherever I use it
- support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour)
- talk to a teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour
- seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint
- protect my privacy rights and those of other students by not giving out personal details including full names, telephone numbers, addresses and images
- use the internet for educational purposes and use the equipment properly
- use social networking sites for educational purposes and only as directed by teachers
- abide by copyright procedures when using content on websites (ask permission to use images, text, audio and video and cite references where necessary)
- think critically about other users’ intellectual property and how I use content posted on the internet.
- not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another student
- not reveal my password to anyone except the system administrator or the teacher
- not bring or download unauthorised programs, including games, to the school or run them on school computers

When I use a mobile phone, iPod or other mobile device I agree to:

- keep the device on silent during class times and only make or answer calls and messages outside of lesson times – except for approved learning purposes
- protect the privacy of others and never post or forward private information about another person using Short Message Service (SMS)
- only take photos and record sound or video when it is part of an approved lesson
- seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers)
- seek appropriate (written) permission from individuals involved before publishing or sending photos, recorded sound or video to anyone else or to any online space
- be respectful in the photos I take or video I capture and never use these as a tool for bullying.

This Agreement also applies during school excursions, camps and extra-curricula activities.

**Students will not be granted network access to start the 2016 school year until this signed document is returned to the school office.**
Acceptable Use Agreement
(To Be Signed by both Parents and Students)
For the Student to Borrow an Electronic Device at Wynyard High School

I have read the Acceptable Use Agreement carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet and mobile technology access privileges being suspended or revoked.

Student Name

Class:

Year Level

Student Signature

Parent/Carer Signature

Date

If you have any concerns about this agreement or ideas for making the agreement better contact Wynyard High School.

For further support with online issues students can call Kids Helpline on 1800 55 1800. Parents/carers can visit http://www.cybersmart.gov.au/ or call Parentline on 1300 808 178.

Wynyard High School (WHS) is providing students with a digital device on the expectation they will make good decisions with regard to personal use of technology.

This acceptable use agreement must be signed and provided to WHS before the device will be issued or used.

1. Purpose
The digital device is provided as a tool to assist student learning both at school and at home.

2. Equipment

2.1 Ownership
  a) If taken home, the student must bring portable devices fully charged to school every day. Power cords for iPads should be left at home.
  b) The school retains ownership of the device until the student completes Year 10. At this time ownership of the device will be determined by the school.
  c) Parents/carers and students should be aware that files stored on the device or on WHS’ server are not private.
  d) If the student leaves WHS prior to completing Year 10 or moves to another Government or non-Government school, interstate or overseas, the device must be returned to WHS or full payment must be made for Grade 9 or 10 students on a payment plan.

2.2 Damage or loss of equipment
  a) All devices and batteries are covered by a manufacturer’s warranty. The warranty covers manufacturer’s defects and normal use of the device. It does not cover negligence, abuse or malicious damage.
b) Any problems, vandalism, damage, loss or theft of the device must be reported immediately to the school. This includes any unauthorised “personalisation” of the device such as scribing, adding stickers etc.

c) In the case of suspected theft a police report must be made by the family and a copy of the report provided to WHS.

d) In the case of loss or accidental damage a statement should be signed by a parent/carer and provided to WHS.

e) If a device is damaged or lost the principal will determine whether replacement is appropriate and/or whether or not the student retains access to a device for home use.

f) Students will be required to replace lost or damaged chargers.

g) If a device is damaged and said damage is not covered by the manufacturer’s warranty, the principal of WHS may determine that the student must pay to the school up to a $300 excess to cover costs of repairing the damage or if necessary the costs of replacing the device. The $300 excess can be paid in weekly/fortnightly payments.

2.3 Substitution of equipment

a) When a device is replaced under warranty, its type of replacement will depend upon the respective manufacturer’s warranty.

b) When a device is replaced by WHS, its type of replacement will be a school decision and may involve the student accessing school desktop computers.

3. The student is responsible for:

a) Taking care of digital devices in accordance with WHS guidelines

b) Adhering to the WHS’ Acceptable Use Agreement when using the machine at home

c) Backing up data securely

d) Maintaining settings for virus protection, spam and filtering that have been set as a departmental standard.

4. The Agreement

I acknowledge and agree to follow these rules. I understand that my access to the internet and mobile technology at WHS will be renegotiated if I do not act responsibly.

Students will not be granted network access to start the 2016 school year until this signed document is returned to the school office.