



This Acceptable Use Agreement applies to students in Years 5-6 when using ICT.

St Robert's reserves the right to review any material in student accounts, file or cloud server space, to monitor appropriate use by students.

My responsibilities when using ICT

I understand that when I use school technology:

I will use polite and respectful language in messages, emails, and online chats.

I will not share my full name, home address, phone number, passwords, or other personal details. If someone asks for my personal information, I will tell a teacher or a trusted adult.

I will not share my passwords with anyone and will not use someone else's login.

If I see something online that seems wrong or suspicious, I will ask my teacher.

I will not copy other people's work without permission. If I use something from a website, AI, or another source, I will say where I obtained it from.

I will only use the apps and websites my teacher allows.

I will not open, change, or delete other students' or teachers' files.

If I see or experience anything unsafe, uncomfortable, or upsetting online, I will tell a teacher or a trusted adult at school right away.

I will make sure that my email account is used for school purposes only.

I will not change my Seesaw or Google account images or backgrounds on devices.

I will not remove my device from Apple Classroom.

What I am not to do when using ICT

For my safety, and the safety of others:

I will not try to get around school internet filters or use my phone's internet at school.

I will not take, share, or post pictures, audio recordings or videos of others without their permission.

I will not use AI to alter photos or videos of others unless my teacher allows it for schoolwork.
I will not use peer to peer sharing (i.e. AirDrop) or other sharing tools without permission. I will only share files if my teacher allows it.

I will not open messages from unknown sources because they could be harmful.

I will only use school devices during class for activities related to my learning

I will not change the settings of any device without permission.

Consequences for a breach

Implementation of the most appropriate consequences will occur after discussion with the child, and either the classroom teacher, Technologies Leader, the Principal and/or the Wellbeing Leader.

If I break the rules of this Agreement my school will:

Consequences may include:

- a request to explain the circumstances surrounding the breach.
- an official warning to be included in the person's file.
- parents will be notified.
- temporary removal of internet privileges and use of digital technologies.
- students should be advised that serious or repeated breaches of the Policy may lead to loss of privileges.

As a student at St Robert's

My school requires me to hand in my smart watch and/or mobile phone to the office at the start each day and collect after the dismissal bell.

Student Agreement

I have discussed this Agreement with my parents and agree to follow all of these rules.

Student Agreement

I have discussed this Agreement with my parents/carers and agree to follow all these rules.

I understand that access to ICT is part of my learning. The inappropriate use of ICT goes against the Code of Conduct, which I have agreed to uphold, and consequences may apply.

Student Name: _____

Student Signature: _____

Date: _____]

Parent Agreement

- I acknowledge that I have received and made myself familiar with the ICT package emailed to me that includes the relevant policies associated with this user agreement.
- I agree that my child may use educational web tools such as Google Workspace for Education as part of their schoolwork that uses off site servers.
- I understand that a list of additional Digital Tools used by students is available on request.
- I understand the school will provide adequate supervision and that steps have been taken to minimise the risk of exposure to unsuitable material.
- I understand that my child's phone or smart watch must be handed into the office each morning and collected after the dismissal bell.

I have read and discussed the Acceptable Use of ICT Agreement with my child, and we understand the consequences for breaches of usage procedures.

Parent /Carer Name: _____

Parent / Carer Signature: _____

Date: _____

