



# TECHNOLOGY AGREEMENT F to 2

## Student and Parents

Dear Parents/Carers

At Sunbury Heights Primary School, we expect everyone to use technology safely and respectfully. Students have access to a number of devices including, but not limited to; laptops, iPads, tablets and XO's. Wireless connection allows students to access and use information from the Internet.

Before students start using technology at school there are a few very important things they need to know and we ask that they semi-formally make a usage agreement.

Please read the following information to your child and explain to them that writing their name where indicated means that they agree to use technology safely and respectfully.

Ipads, tablets and computers need to be cared for. You must;

- treat digital devices how you would like to be treated (don't drop them, sit on them, etc.)
- keep digital devices clean and dry
- let digital devices breathe (don't cover them with a towel or blanket when they are on as they could overheat)

Using technology is a great way to learn, however, you must be careful, and keep yourself and others safe. You must;

- only use your first name on the computer (do not give anyone your last name, phone number or address)
- be nice to others
- do what you are told to do
- tell a teacher if something goes wrong
- tell a teacher if something rude is on your screen
- ask before you take a photo or video of anyone

If you do not try really hard follow this agreement you won't be able to use iPads, tablets or the school computers.

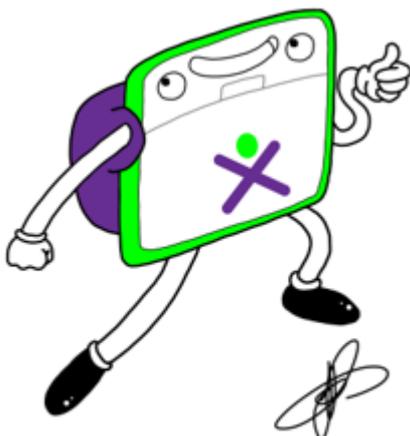
## **Student Agreement**

I will do what I am told when using technology at school.

I will try to follow this agreement at all times.

**Signed**

(by student) \_\_\_\_\_



**Please turn over**

## Parent Agreement

### Including Permission to Use Student Work, Photos and Video

I understand that it is not possible for the school to screen or filter out all the material which students may access that is inappropriate, offensive or controversial. I have discussed this with my child and reinforced that they are not to access, store or copy such material. I have explained to my child that if they accidentally access such material they are to contact a teacher immediately.

I understand that it is not possible for staff to supervise the screen of every student at any one time. I have made my child aware that it is their responsibility to use technology appropriately for learning.

I understand that if my child does not keep to the agreement they have signed, or their actions impact negatively on the rights of others, consequences will apply in accordance with Sunbury Heights' Student Behaviour Management, and Cyber Safety policies. I will support the school in regard to any action taken.

I understand that if there is a need for students to bring mobile phones or digital communication devices to school, they are not to be used during school hours and are to be signed in and out of the library at the beginning and end of the school day.

Signed \_\_\_\_\_

Technology and the media are being increasingly used in all aspects of our lives. At Sunbury Heights we work hard to promote student achievements and community involvement through local and state papers, and through the school website and Facebook page.

With the technology available at school, students will be working together on tasks which may involve the use of photos and video. This work may then be published by the teacher and therefore your child's work or photograph (also video footage) may appear in the school newsletter, newspapers, school brochures, public displays or on the Internet (school website or Facebook page).

It is becoming increasingly difficult and time consuming to monitor which children have permission for their work, photograph and video to be published in which form. Please indicate through signing, your choice in regard to the publishing of work, photos and video.

**I give permission for my child's work, photo and video footage to be used by the school.**

This means that my child's work, photo or video footage may be used in the newsletter, newspapers, school brochures/publications, public displays or on the Internet.

Signed \_\_\_\_\_

**OR**

**I DO NOT give permission for my child's work, photo and video footage to be used by the school.**

This means that my child's work, photo or video footage WILL NOT be used in the newsletter, newspapers, school brochures/ publications, public displays or on the Internet.

Signed \_\_\_\_\_