



Student iPad User Agreement

I understand that using my iPad is a school privilege. When I use my iPad at school I will abide by the school's expectations:

- I will ensure my iPad is always in a protective cover and clearly labelled for identification.
- I will bring my iPad to school each day.
- I will ensure that my iPad is charged and ready for use.
- I will not access my iPad on the way to school or on the way home from school unless under supervision of a parent or guardian.
- I will store my iPad in a designated safe place when it is not in use.
- I will keep food and drink away from my iPad.
- I will not share my iPad with other students, nor will I access another student's iPad while at school.
- I will immediately report any accidents, breakages or malfunctions to my parents and teachers.
- I will only use my iPad to support my school learning program whilst at Our Lady Star of the Sea.
- I will not use apps deemed only for home use while at school unless specific permission is given by a teacher.
- I will act responsibly and not use my iPad to find, create or send information that might be harmful, inappropriate or hurtful to me or anyone else.
- I will back up my iPad on a regular basis.
- I permit my teachers and parents to perform checks to my iPad to monitor that I have not installed illegal/unsuitable software and content and to check the websites which I visit if needed.
- I understand that taking photos, videos or other recordings of any individual or group **is not allowed without the express permission** of all the individuals being recorded.
- I will not post any photos, videos or other recordings on my iPad to social media sites.
- I understand that due to copyright, content such as music must not be transferred to other devices.
- I will only use the school's wireless connection whilst at Our Lady Star of the Sea.
- If my iPad has a phone internet connection such as 3G, 4G etc. it must be switched off at school.
- I will only listen to music on my iPad when approved by a teacher. The following conditions must be adhered to whilst listening to music on your iPad:
 - Music with explicit lyrics are not permitted.
 - When listening to music a parent approved playlist must be created and downloaded onto your device.
 - Constant searching through music apps (Spotify, Apple Music, etc) or YouTube is not permitted.
 - Headphones must be worn at all times when listening to music ensuring that the volume is at an appropriate level.
 - Listening to music is a privilege which will be awarded accordingly.

I acknowledge and agree to follow these rules. I understand that breaches of these rules may result in the loss of my technology privileges and use of my iPad at school for a period of time deemed appropriate by my teacher and principal.

Name of student: _____

Signature of student: _____

Date: _____



Student Agreement for Internet Usage

As a student at Our Lady Star of the Sea School, I am expected to use the internet and digital resources in a responsible manner. Therefore I am required to adhere to the following guidelines:

RIGHTS

I have the right to have access to ICT tools and services for educational purposes.

I have the right to be safe within a digital community.

I have the right to become a confident and capable user of ICT in my learning.

I have a responsibility to respond in a respectful manner and a right to be respected for my views as a responsible global citizen.

RESPONSIBILITIES

Devices

- I will take care with all digital devices and equipment owned by the school, myself or other persons.
- I will not change the settings of any school owned device without permission.
- I will report any concerns or damage to digital devices.

Cyber Safety

- I will use my login and password only. If I forget my login and password then I will tell my classroom teacher who will organise my login and password to be reset.
- I will not disclose passwords or try to gain access to the other users work without permission.
- I will not give out personal information such as my surname, address, telephone number, and parent's work address/telephone number.
- I will not use my school email address to register for subscriptions, e.g Youtube channels, Gaming sites etc.
- If I find myself in unsuitable web pages or links I will immediately click on HOME or turn the device off and inform the teacher.
- I will immediately inform my teacher of any unpleasant or uncomfortable messages that I receive and I will not respond to these messages.
- I will compose email messages using language that I understand is acceptable to my school. I will be kind in my emails.

- I will never send a person my picture without first checking with my teacher.
- I will not use the internet to frighten or annoy another person.
- I will follow school guidelines and procedures when preparing materials for publications on the web.
- I will work on the web only for purposes specified by my teacher.
- I will not use material from other websites unless, where necessary, permission has been gained from the person who created the material. If I am unsure I am to check with my teacher.
- I will not download any information stored on items such as USB and CD's unless authorised by the class teacher.
- I will ensure that all digital content, software (apps), and data (eg, music, movies, documents) are legally purchased and/or have appropriate licensing
- I will use school prescribed Social Media appropriately and will report any inappropriate use to my teacher or parents.
- I will only use my Google Apps for Education (GAPE) account to assist and organise my learning at Our Lady Star of the Sea.

PROCEDURE/CONSEQUENCES

I understand that if I do not follow the code of practice for internet use I will have my internet privileges suspended. My classroom teacher and principal will decide the length of the suspension. My parents will be informed.

<p>Name of student: _____</p> <p>Signature of student: _____</p> <p>Parent/Guardian agreement:</p> <p>I have read and discussed the school's iPad and internet usage user agreements with my child.</p> <p>Name of parent: _____</p> <p>Signature of parent _____</p> <p>Date: _____</p>
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