



St Joseph's Primary School

Responsible use of electronic communications and digital technologies, including GoogleApps for Education.

Parent/Carer Agreement

Context

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

Policy Statement

Staff and students at St Joseph's use electronic communications and digital technologies (including the internet) for learning and teaching, and acknowledge they must be used responsibly. Online behaviour should at all times demonstrate a Christ-centred respect for the dignity of each person. Therefore, our school believes the development of digital citizens who demonstrate ethical and responsible online behaviour is essential, and is best taught in partnership between home and school.

Using electronic communications and digital technologies to harass, bully or humiliate any individual or group of individuals is prohibited.

The Catholic Schools Office (CSO) /school reserves the right to capture, store and review all internet browsing, including emails and associated communications, across the CSO / school's network. Users are advised that illegal online activities will be reported to the police.

Parent Information

School support for the safe and responsible use of electronic communications and digital technologies

Your child has been asked to agree to use the electronic communications and digital technologies responsibly at school. Parents/carers should be aware that whilst the school provides a filtered internet service, the nature of the internet is such that full protection from inappropriate content can never be guaranteed - this is particularly the case where students choose to use their own internet service.

At St Joseph's we:

- have policies in place that outline the values of the school and expected behaviours when students use electronic communications and digital technologies
- provide a filtered internet service
- provide supervision and direction in online activities and when using digital technologies for learning
- support students in developing digital literacy skills
- have a digital citizenship program at the school which is reinforced across the school and with parents



St Joseph's Primary School

Technology User Contract

I, _____ agree that,

- I will not give out personal information such as my address or telephone number. I will respect the privacy of teachers and fellow students by not giving out their personal details.
- I will only access the computer and internet using my own username and password.
- I will only use my school email address for educational purposes and not for subscribing to gaming or social media sites.
- When building a website or writing on a blog I will only use ideas and work that is my own.
- I will not engage in any name calling or bullying of another person whilst online.
- I will tell my teacher immediately if I mistakenly access material which is dangerous, abusive, rude or inappropriate, otherwise it may be assumed that it was intentional and I will lose my Internet privileges.
- I will not download software from the Internet without permission from my teacher.
- I will use appropriate and polite language when using a computer as a form of communication.
- I will be careful with the handling of computers and iPads and understand that I am not to interfere with any settings without teacher permission.
- I will only work on sites, programs or apps that I have been instructed to.
- I agree to follow these rules and I am aware that breaking them will result in the loss of my privilege to use of the school computer network.
- I will not change any settings on any device, including chrome browser settings, installation of apps, widgets and extensions, without teacher permission.
- I am aware that my computer use, including emails are monitored by the Catholic Schools Office.

I understand that the use of technology is a privilege and that if I disobey any of the rules set out above my access to the School devices may be limited or cancelled for a period of time.

Signed. _____
Student

Date: _____

Signed. _____
Parent

Date: _____

- use mobile technologies for educational purposes e.g. podcasts or photos from excursions
- work with students to outline and reinforce the expected behaviours when using the electronic communications and digital technologies

Use of Google Apps for Education to provide email and online services for learning and teaching

The school provides email, document creation and online storage for learning through the Google Apps for Education service. Consequently emails, email account details and data may be transferred, stored and processed outside of Australia. In using the school's email and ICT systems users consent to this transfer, processing and storage of that information. In order to provide this service, the following data is required to be stored on Google's servers and includes student login information (First Name, Last Name, User name), and their network login password. The school has received advice that there is an agreement with Google to ensure privacy policies and security measures regarding the protection of personal information are in place.

CSO/school personnel responsible for the email system may have the ability to access, monitor, use or disclose emails and associated administrative data for the purposes of administering the system and ensuring its proper use.

As Parent/s/Carer/s I/we give permission for my /our child to use electronic communications and digital technologies for learning purposes. This permission is required so that students are able to make optimum use of the technology and actively participate in all lessons. I / we believe that my/ our child understands their responsibility to use technology responsibly.

Parent/Carer name	
Parent/Carer signature	
Date	

If you have any concerns about this agreement or ideas for improving this agreement please contact Mr Paul Spain.

For further support with online issues students can call Kids Helpline on 1800 55 1800. Parents/carers can call Parentline 132289 or visit <http://www.cybersmart.gov.au/report.aspx>

