

HARRISON SCHOOL ACCEPTABLE USE OF ICT CODE OF PRACTICE FOR JUNIOR SCHOOL STUDENTS

Parents & Carers; please read through this Code of Practice with your child and ensure that they understand the agreement before signing.

When using ICT resources at Harrison School, including the student network, internet, email, Digital Backpack, laptops, iPads & IWBs etc:

I will:

- Use school computers only with the permission of a teacher.
- Follow all instructions from teachers when using school computers.
- Not let anyone else know my passwords or usernames.
- Know that I am responsible for anything that happens when my account is used.
- Know that the school and the Education Directorate receive information about online places that I visit and anything that I send or receive.
- Tell my teacher if I think someone has gained access to my account.
- Make sure any email I send or any work that I wish to have published is polite and written positively.
- Respect other students' work and ensure feedback I provide about this work is appropriate.
- Not read other people's emails.
- Not tell anyone my address or telephone number or the address or telephone number of anyone else.
- Not send photographs of myself or others.
- Not share personal details of others or myself to unknown people (someone I haven't met face to face) without permission.
- Use material from other websites, only if I have permission to do so.
- List where things from the Internet that I use in my work has come from.
- I will tell a teacher straight away (or report it using the Cyber Safety Button on the Digital Backpack) if I see or receive any information on the computer that makes me feel uncomfortable or is inappropriate.
- Not damage or disable the computers, computer systems or computer networks of the school.

My child and I have read and understood the Harrison School Acceptable Use of ICT Code of Practice for Junior School Students.

We understand that my child may lose access to the Internet, school network or ICT services for a period of time if this Code of Practice isn't followed.

My child agrees to follow the Code of Practice and any other relevant protocols that are set by Harrison School.

Student Name: _____ **Year Level:** _____

Parent Name: _____

Parent Signature: _____ **Date:** _____