



St Mary's East Malvern

F-2 SCHOOL – ACCEPTABLE USAGE AGREEMENT 2014

Dear Parents,

Can you please read the Junior School - ACCEPTABLE USAGE AGREEMENT with your child and sign the form below. In agreeing to follow the agreement your child accepts the responsibility of using the computers and/or Internet at St. Mary's in an appropriate manner.



St Mary's is aware of its responsibility and duty of care for students. Whilst all care is taken to teach the students the safe way to use the Internet it is still possible that students may accidentally access inappropriate material. St. Mary's will try to counteract this by teaching students how to safely and effectively use of this valuable resource and ensure supervision at all times.

Misuse of computers and/or Internet will result in a withdrawal of student privileges immediately and parents will be duly notified. The length of the ban will be determined by the Principal, ICT coordinator, Class Teacher with parents and with consideration to the severity of the offence.

Once this form is returned to school your child will be able to use the school's computers and/or Internet.

Julia White
ICT/ eLearning Coordinator

✂ _____

I agree to abide by the ACCEPTABLE USAGE AGREEMENT at St Mary's and understand that if I break any rules in the agreement it may result in disciplinary action.

Name of student: _____ Year/Class _____

Signature of student: _____ Date: _____

I understand the ACCEPTABLE USAGE AGREEMENT and will help my child to follow it.

Signature of parent: _____ Date: _____

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School Computers	Internet
I will only use the computer with permission from my teacher. 😊	If I see information on the Internet that is inappropriate I will tell my teacher straight away. 😊
I will follow all instructions from my teacher when using the computers.	I will only use the classroom username and password to access the Internet.
I will treat the school computers with care at all times.	I will only access websites from the Internet with permission from my teacher. 😊
I will not bring software from home to load on any school computer without permission.	I will not reveal any personal information when using the Internet, including my name, home address, school, sporting clubs and phone numbers. 😊
Printing	E-mail
I will not print unless given permission from my teacher.	I will make sure that any email that I send is polite and I will not use inappropriate language. 😊
I will check over my work to make sure it's correct before printing.	I will only use the class email account with permission from my teacher.
	I will report any emails that are inappropriate to my teacher. 😊
Multimedia	
I will only use scanners, video and digital cameras, iPads, digital voice recorders or any other technology with my teacher's permission and with care at all times.	

😊 These rules apply to internet Safety and are good rules to be used at home.

