St Paul’s Primary School, Mildura  
(A Catholic School of the Sacred Heart Parish)

Acceptable Use of ICT  
Student (Foundation - Gr 2) & Parent Declaration

Students will have access to the school’s Information & Communication Technology (ICT) in accordance with the school’s Acceptable Use of ICT Policy. This may include, but is not limited to: the internet, digital camera, flip camera, webcam, desktop, iPad, iPod. To help ensure responsible & productive use it is essential that students and their parents are aware of, and agree to, the following conditions of use. Students must have a valid, signed agreement to be able to access ICT at St Paul’s.

Student Declaration

When I use the school’s ICT, both at home and school, I have responsibilities and rules to follow.

I agree to:

- Ask the teacher for permission before I use the school’s ICT for any reason
- Use my own login and password, which I will keep secret when using the school’s ICT
- Always log off when I am finished using ICT so that no one else can use ICT as if they are me
- Always keep my personal information private when I am online.
- Tell my teacher if I see anything on the internet that I don’t like, frightens me or I think might upset one of my friends.
- Ask for verbal permission before taking a picture of another student
- Get permission from my teacher if I am going to use pictures or work created by another person
- Care for the equipment that I have been allowed to use. I will tell my teacher straight away if there is something wrong with an ICT device.
- Not take food or drinks near the school’s ICT devices
- Not waste resources, especially ink and paper
- Use ICT in a shared space with teacher/adult supervision
- Be respectful in how I talk and work with others online
- Always follow instructions given to me by my teacher and not do anything which I am not instructed to do

I acknowledge and agree to follow these rules. Any work I do using an ICT device may be checked by a teacher or ICT Manager. I understand that if I choose not to follow these rules there will be consequences which may include not being allowed to access ICT.

Student’s Signature: ………………………………………………………………………

Parent/Guardian Declaration

- I have discussed the acceptable use of ICT with my child as outlined above.
- I agree to my child accessing the internet at school
- I acknowledge that St Paul’s has in effect an Acceptable Use of Information & Communications Technology (ICT) Policy. I can request a copy from the school office.
- I understand that my child will use technology to access and store information, as a result data will be stored locally and may also be stored on servers that are located outside Australia. Students will be educated around protecting their privacy and staying safe online.
- I will contact the school if there is anything here that I do not understand or if anything concerns me.
- This consent remains valid until 24th March 2016

Parent/Guardian Signature: ……………………………………………………………

Print Name: …………………………………………………………………………………. Date: …………………..