



ACCEPTABLE USE of ICT Student Agreement

Ratification Date: RNS Board 01/09/2021	Next Review: By 01/07/2022 or after an event or changes to the minimum standards as advised by the VRQA	Availability: <table><tr><td>Web</td><td>x</td></tr><tr><td>Office</td><td>x</td></tr><tr><td>On Request</td><td>x</td></tr></table>	Web	x	Office	x	On Request	x	Actions:
Web	x								
Office	x								
On Request	x								

Student Declaration

When I use digital technologies and the internet at the River Nile School I agree to be a safe, responsible and ethical user at all times, and I agree to abide by the Schools Internet Use Policy and Procedures by:

- respecting others and communicating with them in a supportive manner; never writing or participating in online bullying (e.g. forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviors)
- protecting my privacy; not giving out personal details, including my full name, telephone number, address, passwords and images
- protecting the privacy of others; never posting or forwarding their personal details or images without their consent
- talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online
- talking to a teacher or a trusted adult if I see others participating in unsafe, inappropriate or hurtful online behaviors
- carefully considering the content that I upload or post online; knowing that this is a personal reflection of who I am and what people think of me
- investigating the terms and conditions of use (e.g. age restrictions, parental consent requirements) and if my understanding is unclear seeking further explanation from a trusted adult
- confirming that I meet the stated terms and conditions and completing the required registration processes
- handling ICT devices with care and notifying a teacher of any damage or required attention
- abiding by copyright and intellectual property regulations; requesting permission to use images, text, audio and video and cite references where necessary
- not downloading unauthorised programs, including games
- not interfering with network systems and security, the data of another user or attempting to log into the network with a user name or password of another student

In addition, when I use my personal mobile devices (including my phone) I agree to be a safe, responsible and ethical user at all times, by:

- keeping devices on silent during class times; only making or answering calls or messages outside of lesson times (except when approved as part of a lesson)
- respecting the privacy of others; only taking photos or recording sound or video when others are

aware and formal consent has been provided as part of an approved lesson

- respecting others and communicating with them in a supportive manner, including outside school hours and in social contexts by not making harassing phone calls / text messages or forwarding on messages
- obtaining appropriate (written) consent from individuals who appear in images or sound and video recordings before forwarding them to other people or posting/uploading them to online spaces

I am responsible for:

- bringing portable devices fully-charged to school every day
- maintaining virus protection, spam and filtering settings, set as a standard on the device
- backing up data securely
- carrying my device in an appropriate protective case at all times
- adhering to this Acceptable Use Agreement when using the machine, both at home and at school, including during lunchtime or when not in the classroom

Support will be provided for:

- connecting the device to the school network, internet and other digital technologies
- set up and management of school, student email accounts
- all school-based software and associated issues with school applications

This Acceptable Use Agreement applies to all digital technologies and environments, including (although not limited to):

- school owned ICT devices (e.g. desktops, laptops, printers, scanners)
- mobile phones and student owned devices
- email and instant messaging
- internet, intranet
- social networking sites (e.g. Facebook)
- video and photo sharing websites (e.g. YouTube)
- blogs or micro-blogs (e.g. Twitter)
- forums, discussion boards and groups (e.g. Google groups)
- wikis (e.g. Wikipedia)
- vod and podcasts

This Acceptable Use Agreement applies when digital technologies are being used at school, during school excursions, at extra-curricular activities, and at home.

I understand and agree to comply with the terms of acceptable use and expected standards of behavior set out within this agreement.

NAME:

DATE:

SIGNATURE:

EVALUATION:

This ICT Agreement will be formally reviewed by River Nile School every three (3) years.