



West Beach Primary School

3 Woodhead Street
WEST BEACH
SA 5024

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INTERNET AND COMPUTER USER AGREEMENT

Dear Parents/Caregiver,

At West Beach School, Information and Communication Technology (ICT) is an integral part of our learning programs. To assist students to become lifelong learners they must become skilled in the ability to access, evaluate and use information from a wide range of sources. Teachers will explicitly teach Information Skills to support this agreement.

The measures to ensure the cyber-safety of West Beach are based on our core values. To assist us to enhance learning through the safe use of information and communication technologies (ICTs), we are now asking you to read this document and sign the attached User Agreement Form.

The computer network, Internet access facilities, computers and other ICT equipment/devices bring great benefits to the teaching and learning programs at West Beach, and to the effective operation of the school. The ICT equipment is for educational purposes appropriate to this environment.

The overall goal at West Beach is to create and maintain a cyber-safety culture that is keeping in line with our values and with legislative and professional obligations. The User Agreement includes information about your obligations, responsibilities, and the nature of possible consequences associated with cyber-safety breaches that undermine the safety of the school environment.

All students will be issued with a User Agreement and once signed consent has been returned to school, students will be able to use the school ICT equipment.

Material sent and received using the network may be monitored. Filtering and/or monitoring software may be used to restrict access to certain sites and data, including e-mail. Where a student is suspected of an electronic crime, this will be reported to the South Australia Police. Where a personal electronic device such as a mobile phone is used to capture images of a crime, such as an assault, the device will be confiscated and handed to the police.

While every reasonable effort is made by schools and DECS administrators to prevent children's exposure to inappropriate content when using the department's online services, it is not possible to completely eliminate the risk of such exposure. In particular, DECS cannot filter Internet content accessed by your child from home, from other locations away from school or on mobile devices owned by your child. DECS recommends the use of appropriate Internet filtering software.

More information about Internet filtering can be found on the websites of the Australian Communications and Media Authority at <http://www.acma.gov.au>, NetAlert at <http://www.netalert.gov.au>, the Kids Helpline at <http://www.kidshelp.com.au> and Bullying No Way at <http://www.bullyingnoway.com.au>.

Please contact the principal, if you have any concerns about your child's safety in using the Internet and ICT equipment/devices.



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Please discuss with your child the following strategies to help students make safe and appropriate choices when using ICT at school and after school hours.

All students using computers and the Internet at West Beach School agree that:

1. I will not use school ICT equipment until my parents/caregivers and I have signed my User Agreement Form and the completed form has been returned to school.
2. I will use the computers and other ICT equipment only for my learning.
3. I will go online or use the Internet at school only when a teacher gives permission.
4. If I am unsure whether I am allowed to do something involving ICT, I will ask the teacher first.
5. If I have my own user name, I will log on only with that user name. I will not allow anyone else to use my name.
6. I will keep my password private.
7. I will stay out of other people's folders, work or files. (Teacher permission needed if working in group folders).
8. I will use the Internet, e-mail, or any ICT equipment only for positive purposes, not to be mean, rude or offensive, or to bully, harass, film, or in any way harm anyone else, or the school itself, even if it is meant as a joke. This is referred to in our Anti Bullying Policy.
9. While at school, I will:
 - a. attempt to search for things online that I know are acceptable at our school. This would exclude anything that is rude or violent or uses unacceptable language such as swearing
 - b. report any attempt to get around, or bypass, security, monitoring and filtering that is in place at our school.
10. If I find anything that upsets me, is mean or rude, or that I know is not acceptable at our school, I will:
 - a. not show others
 - b. turn off the screen
 - c. get a teacher straight away.
11. Only with permission from a teacher/ parent will I bring any ICT equipment/devices to school. This includes things like iPods, iPads, games, cameras, and USB/portable drives.
12. Only with permission from the teacher will I connect any ICT device to school ICT, or run any software (eg a USB/portable drive, camera or phone). This includes all wireless/Bluetooth technologies
13. The school cyber-safety strategies apply to any ICTs brought to school.
14. To ensure my compliance with copyright laws, I will download or copy any files such as music, videos, games or programs only with the permission of a teacher or the owner of the original material.
15. I will ask my teacher's permission before I put any personal information online.
16. I will respect all school ICTs and will treat all ICT equipment/devices with care. This includes:
 - a. not intentionally disrupting the smooth running of any school ICT systems
 - b. not deliberately damaging school equipment
 - c. not attempting to hack or gain unauthorised access to any system
 - d. following all school cyber-safety strategies, and not joining in if other students choose to be irresponsible with ICTs
 - e. reporting any breakages/damage to a staff member.
17. If I do not follow this agreement the school may inform my parents/caregivers. In serious cases, the school may take disciplinary action against me. My family may be charged for repair costs. If illegal material or activities are involved or e-crime is suspected, it may be necessary for the school to inform the SA police and hold securely personal items for potential examination by police. Such actions may occur even if the incident occurs off-site and/or out of school hours.