

# Student Digital Technology User Agreement

Years P – 2



Melbourne Archdiocese  
Catholic Schools



## Our Shared Goal

This guide explains how students at **St Michael's Primary School** are expected to use digital devices safely, responsibly and respectfully throughout the school year.

### Why we use iPads

We use iPads to help us:

- Learn new things
- Create and share our work
- Practise skills in fun and creative ways

### My iPad Promise

When I use an iPad, I will:

- Use my iPad **only for learning** and teacher-approved activities
- **Follow my teacher's instructions** at all times
- **Carry my iPad carefully** with two hands and keep it in its case
- Stay seated or still when using my iPad
- Put my iPad away properly and charge it when asked
- Tell my teacher straight away if something is broken, not working, or goes missing

## Be Safe Online

When I take my Chromebook home, I will:

- Use it in a shared family space where adults can see my screen
- Follow the same rules at home as I do at school
- Use it only for schoolwork unless my parents say otherwise
- Bring it back to school every day, fully charged

## Being Safe Online

I understand that:

- I will only use apps and websites my teacher says are OK
- I will not search for or watch anything rude, scary or unsafe
- I will not take photos, videos or recordings unless my teacher says it's OK
- If I see something that makes me feel uncomfortable, I will:
  - Close it
  - Not show other students
  - Tell my teacher straight away

## Be Kind and Respectful

When using iPads, I will:

- Use kind words and actions
- Never be mean, rude or hurtful online
- Never use photos or videos to upset others

## If I don't follow the rules

Everyone makes mistakes while learning. If I do not follow the iPad rules

- **My teacher will help me learn the right way**  
My teacher will talk with me about what happened and remind me of the correct expectations.
- **I will help fix the problem**  
I may need to say sorry, fix my actions, or make things right if someone was upset or affected.
- **I may have a break from using the iPad**  
If the rules are not followed, I may lose iPad time for a short period while I practise using it safely.

