RECEPTION - YEAR 1 STUDENT AGREEMENT

As an iPad user at St Francis de Sales College I agree to abide by the following rules and expectations. I understand that if I choose not to follow these rules I must be prepared to accept the consequences.

I will be responsible for my own and the school iPads by:
- Keeping my iPad in a safe box in the classroom until I am asked to get it
- Keeping my iPad in the middle of my desk or in a safe place on my desk
- Keeping my water bottle under my desk
- Always using 2 hands when carrying an iPad
- Always keeping the iPad in its cover
- Always walking when carrying an iPad
- All iPads stay in the classroom at recess and lunch
- Never touching anyone else’s iPad
- Keeping my iPad in my bag when travelling to and from school AND keeping my bag zipped up.
- Not playing with my iPad before and after school and on the bus
- Making sure my iPad is charged each day
- Having clean hands when using any iPad

I will learn best from using an iPad in the classroom by:
- Only using the apps the teacher asks me to use
- Not playing games from home in the classroom
- Listening carefully and following instructions
- Only using internet sites that I need for my learning when the teacher asks me to

I will use the iPads responsibly and safely by:
- Always having my screen visible at school and home
- Only accessing the websites the teacher asks me to
- Reporting anything I see that is inappropriate or makes me feel uncomfortable straight away to the teacher
- Never taking photos or video of anyone without their permission or teacher approval
- Never giving out personal information online
- Keeping my password secret and only ever using my own password
- Thinking before I act!
CLOUD COMPUTING AGREEMENT:

You agree that school Workplace Participants and Catholic Education Office Workplace Participants responsible for ICT systems will have the ability to (and may at any time) monitor your use of the Cloud Computing Services, including accessing and monitoring any data that you have sent or stored using the Cloud Computing Services, to ensure that you are using the Cloud Computing Services appropriately.

You agree that you will comply with all requirements as set out in this Agreement and in the Acceptable Use Baseline Standard and all other relevant laws and restrictions in your access to the various information and communication technology resources through the school and SACCs network (including email, the Internet, cloud computing services and services provided through third parties), that you will not use the Cloud Computing Services to do anything that is against the law, and that you will not:

Information that you transfer or store using the school’s Cloud Computing Services (including email, assignments, blogs and data storage) may be stored by Microsoft O365, iScholaris, Edmodo, Edublogs, Google Apps or other Cloud Computing Service providers (Cloud Providers) in the United States of America, or such other country as the Cloud Providers may decide. By using the school’s Cloud Computing Services, you are consenting to the transfer to, and processing and storage of your information in, such overseas location, even though the privacy laws in those countries may be different to the privacy laws in Australia.

This User Agreement sets out the terms on which you may access ICT facilities provided by the school / SACCs and cloud computing services, including Microsoft O365, iScholaris, Edmodo, Edublogs, Google Apps and [insert name] (Cloud Computing Services). Cloud computing involves the use of web-based services (rather than a PC or school server) for functions such as email, blogs, lodgement of assignments and data storage.

You will need to sign and return this User Agreement before you will be allowed to access these Services.

By signing this User Agreement, you (including parents/guardians in the case of students under 18 years) are agreeing to the terms set out in this User Agreement, including the consequences of any breach of the terms.

Information Sharing Guidelines

National Safe Schools Framework

Childwise Downloadable Resources
https://www.childwise.org.au/page/71/resources
1. Privacy Consent

Information that you transfer or store using the school's Cloud Computing Services (including email, assignments, blogs and data storage) may be stored by Microsoft O365, iScholaris, Edmodo, Edublogs, Google Apps or other Cloud Computing Service providers (Cloud Providers) in the United States of America, or such other country as the Cloud Providers may decide. By using the school's Cloud Computing Services, you are consenting to the transfer to, and processing and storage of your information in, such overseas locations.

You agree that school Workplace Participants and Catholic Education Office Workplace Participants responsible for ICT systems will have the ability to (and may at any time) monitor your use of the Cloud Computing Services, including accessing and monitoring any data that you have sent or stored using the Cloud Computing Services, to ensure that you are using the Cloud Computing Services appropriately.

I, the student named below hereby agree to comply with all requirements as set out in this Agreement and in the Acceptable Use Baseline Standard and all other relevant laws and restrictions in my access to the various information and communication technology resources through the school and SACCS network (including email, the Internet, Cloud Computing Services and services provided through third parties).

If there is an emergency security issue, or if you are suspected of making inappropriate use of the Cloud Computing Services, your access to the Cloud Computing Services may be suspended or terminated. This means that you might not be able to access your school email, assignments, blogs and data storage. If you are found to have made inappropriate use of the Cloud Computing Services, the school may also apply other disciplinary consequences.

Online resources for parents and students on safe use of the Internet can be found at https://esafety.gov.au

A very useful resource for online learning and living is also to be found at www.forwardit.sa.gov.au
RECEPTION – YEAR 1 CONSEQUENCES

The safety of the students of St Francis de Sales College is of paramount concern. Any apparent breach of Cyber Safety will be taken seriously. The response to individual incidents will follow the procedures developed as part of the College’s Personal Responsibility Policy in regard to Cyber Safety practices. In serious incidents, advice will be sought from appropriate external sources, such as the police, Government Agencies and/or a lawyer with specialist knowledge in this area. If illegal material or activities are suspected, the matter may need to be reported to the relevant law enforcement agency.

In the event of inappropriate use of the computer the following will occur:
Step 1. Warning from class teacher.
Step 2. Re-negotiating of ICT agreement with class teacher and/or Head of School.
Step 3. Removal of access to computers for a negotiated period of time.

Students will go directly to Step 3 in circumstances that involve:
- Harassment / Bullying
- Accessing inappropriate material
- Altering or compromising the College’s network

**Damage to ICT equipment.**
Student’s access will be removed for a negotiated period of time and with parent notification.

**NB.** The above inappropriate use and consequences could also be covered by other College policies. When a student has damaged computing or other equipment, the parents will be notified and will be responsible for replacing/repairing the equipment.
RECEPTION – YEAR 1 PARENT/GUARDIAN AGREEMENT

*I understand that if I do not use ICT equipment appropriately at the College, I may be refused permission to use ICT equipment in the future. (See consequences attached.)

I _____________________________ as parent/caregiver of ____________________________________________ in Year ______ (level) in 2017, have explained the rules about using computers and electronic devices appropriately at school and understand that while the school provides reasonable supervision, it is the student’s responsibility to use these devices appropriately.

I _____________________________, Parent/Caregiver of ____________________________________________ realise the College will provide reasonable supervision but it is the student’s responsibility to use ICT equipment appropriately and I agree to the Acceptable use and cloud computing provisions of this agreement.

Parent/Caregiver’s signature ___________________________ Date __________________________

*Students may not use the College’s ICT facilities and ICT devices and equipment under any circumstances unless this User Agreement has been signed and returned to the College Reception by FRIDAY 3rd February 2017

Students may not connect their personally owned device to the College internet until it has been authenticated and approved by the ICT Department.