

# C3.01 ACCEPTABLE USE AGREEMENT

## STUDENT DIGITAL DEVICE AND TECHNOLOGIES

### School Vision

The Tyndale Christian School vision is *"To provide an excellent, inclusive Christian education that equips our students to serve God and His world"*. The focus of the 1:1 Device Programme is to provide a tool that will enable our students to be 21<sup>st</sup> Century learners.

Excellence in education requires that technology is seamlessly integrated through the educational program. The use of technology empowers and maximises a student's potential preparing them for further studies and entry into the workplace so they can serve God and His world

### This Agreement:

- sets the expectations of how digital devices and technologies will be used by Tyndale students both inside and outside of school.
- supports students to behave safely and responsibly online, both inside and outside of school.
- is to be read in conjunction with the Device Agreement. Where any ambiguity or conflicting information exists the Device Agreement takes precedence.
- *Caregiver* refers to the parent or significant person who signs this document.
- *Digital devices and technologies* includes but is not limited to:
  - School-owned and student-owned devices
  - Desktop computers, laptops/notebooks, netbooks, tablets (e.g. iPad), smartphones, and any other mobile computing devices
  - Online tools used for interacting, collaborating, creating, and publishing content.

### A: School profile statement

At our school we:

- Promote the use of digital devices and technologies for educational purposes.
- Provide a filtered internet service, but acknowledge that full protection from inappropriate content can never be guaranteed.
- Respond to usage that has the potential to impact the wellbeing of our students.
- Report online activities that are illegal to relevant authorities.
- Routinely conduct checks on school-owned devices.
- Only allow devices to be used at times approved by a teacher.

### **B1: Acceptable use for school-based devices**

*This section of the Agreement is used when the student is using a device that belongs to the School and it remains at school i.e. it is not taken home.*

When the student is provided access to a school-based device:

- Any problems or damage on the device must be reported immediately to the School by the student for investigation.
- The caregiver is liable for the costs of repairing or replacement of the device if the School deems the student is responsible for the damage.
- All repairs and replacements will be undertaken through the School.

### **B2: Acceptable use for school-owned take-home devices**

*This section of the Agreement is used when the student is using a device that belongs to the School but it is given to a specific student and can be taken home or away from school.*

In addition to the Device Agreement, the following conditions of acceptable use apply:

#### *Care and security of the device*

- The student must bring the device fully-charged to school every day.
- The device is not to be charged at school.
- The device must be carried to and from school and at other places in the bag provided.
- The device is to be stored in the pastoral care classroom in the bag provided when not in use, or if a locker is provided for the student – in a locked locker.

#### *Damage or loss*

- Any problems or damage of the device must be reported immediately to the School by the student and/or caregiver using the form provided by the School.
- If a device is damaged or lost, the School will determine whether replacement is appropriate and/or whether the student retains access to a device for home use.
- If a device is damaged or lost, the caregiver is liable for the cost of repairing or replacing the device.
- Students will be required to pay for the replacement of a lost or damaged charger.
- All repairs and replacements will be undertaken through the School.

### *Home use*

- Caregivers are responsible for and are to decide how the device will be used in the home.
- If caregivers agree, the device may be connected to the home network.
- Caregivers are responsible for arranging 'parental control' filters for use in the home.
- The School supports and encourages caregivers to decide on how the device will be used in the home:
  - time limits on the amount of device use
  - limits on what the device is used for
  - limits on locations where the device may be used within the home
  - other restrictions or privileges that caregivers believe are appropriate for their home, or elsewhere
  - Whether the device is used at home at all

### **B3: Acceptable use for student-owned devices**

*This section of the Agreement is used when the student is using a device that belongs to them or their parent.*

#### *Care and security of the device*

- The device is to be used only for educational purposes while on school property.
- The device must have a protective cover or case.
- The device must be identifiable in case of loss.

#### *Damage or loss*

- The School is not liable for any costs, damage or loss. i.e. the device is brought to school at the student's or caregiver's own risk.
- The School will not provide support for repairs or maintenance issues related to the personal use of a student-owned device.
- The device is to be stored in accordance with school policy or instructions.

**C: Student Acceptable Use Declaration**

When I use digital devices and technologies, I agree to be a safe, responsible and ethical user by:

1. Following the conditions set out in this Agreement.
2. Maintaining password security at all times.
3. Backing up data securely.
4. Being aware of healthy screen time / break time practices.
5. Working with correct placement of devices to avoid damage or injury.
6. Handling devices with care.
7. Respecting others and communicating with them in a supportive manner.
8. Only taking photos or recording sound or video at school when I have formal consent or it is part of an approved lesson.
9. Protecting my privacy by not giving out personal details.
10. Protecting the privacy of others by never forwarding personal details or images.
11. Reporting unsafe, inappropriate or hurtful online behaviours.
12. Following ethical terms and conditions (e.g. obey age restrictions, parental consent requirements, plagiarism).
13. Not bringing to school or downloading unauthorised programs, including games.
14. Abiding by copyright laws.
15. Not interfering with systems, security and data of the school or other users.

This Acceptable Use Agreement applies when I am using school-owned and student-owned digital devices and technologies both inside and outside of school.

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour.

I understand that there are actions and consequences if I do not behave appropriately.

Student name: \_\_\_\_\_

Student sign: \_\_\_\_\_ Date: \_\_\_\_\_

Caregiver name: \_\_\_\_\_

Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_