Dear parents,

At Corpus Christi we make extensive use of digital technologies, utilising a range of equipment and creating content in a variety of ways.

All students must have an agreement signed by their parents in order to have access to digital technologies at Corpus Christi.

This agreement needs to be signed on PAGE 1 and 2 and returned to school as soon as possible or submitted with your enrolment. It will be kept on file. This agreement will remain valid through the duration of your child’s enrolment at Corpus Christi. The Acceptable Use policy (page 3) is for you to keep.

Thankyou,
Tamara Moravski
ICT Leader

Intranet and Internet Access

Within our school we use the Intranet and Internet as an important learning and communication tool. We share information as well as collaborate with peers and the wider community. Use of the Intranet and Internet is password protected.

I give permission for my child's name, photo and work to be published, utilising various programs and contemporary learning tools.

Educational Presentations

Our school values collegial professional learning; we often present information to other schools in the areas of Learning and Teaching and Digital Technologies. During these sessions, we wish to show samples of student work and photos of our students “in action”.

I give permission for my child’s Christian name, photo and work to be used in presentations to others for educational purposes.

Wider Community

Our school strives to maintain communication with the wider community through our website, advertising and online spaces. Occasionally we include photographs of learning in action, our work within the community and student achievement.

I give permission for my child's photo and work to be published by Corpus Christi School to the wider community (including the school website, online spaces, school documentation and advertising).

PARENT SIGNATURE: _________________________________________

Parent signature indicates permission is granted.
Please discuss this agreement with your child and sign at the bottom.

When using digital technologies at Corpus Christi School, my child will:

- Use them as an educational tool
- Create folders, files and file names that contain language or images that are appropriate within our school
- Not add programs, apps, plug ins or extensions without permission
- Not add or change passwords to any accounts, files or programs
- Respect other people’s work by not opening or altering work, and not changing file and folder names
- Delete only my own files
- Respect all equipment and report any damage to a teacher immediately

When I am online at Corpus Christi School, my child will:

- Use technology for learning, including Researching (finding information), Communicating (sending and receiving information) and Collaborating (sharing ideas and learning)
- Immediately click on HOME and inform the teacher if I find myself in unsuitable locations
- Only work on the Internet for purposes specified by my teacher
- Not give out my own or others’ personal information such as surnames, photographs, addresses, telephone numbers or parents’ details
- Compose e-mail messages using only language I understand is acceptable in my school
- Not use copyrighted material (including graphics, text, sound and video), unless I have permission from the person who created the material (If I am unsure whether the material is subject to copyright, I will check with my teacher.)
- Remember that information on the Internet may not be accurate, so try to check or validate it
- Not use chat, hangout, or messaging at any time
- Not use my school email address or Google account to sign up for, join or play anything online, unless I have permission from my teacher

I agree to my child using digital technologies at Corpus Christi in accordance with the Student Responsible Use agreement. I also understand that there will be consequences for inappropriate use of digital technologies.

Student Name:

Parent Signature:
Date:
Rationale
Corpus Christi School recognises that student learning will change as new technologies alter the ways in which information may be accessed, communicated and transferred online. Corpus Christi School also recognises that digital technologies is now required learning and essential knowledge in order for our students to successfully navigate their world.

In responding to rapid change the school actively supports access by students to the widest variety of digital resources together with the development, by staff, of appropriate skills to utilise this technology.

Corpus Christi School’s Internet, Intranet and Email facilities are used as tools for learning, research, communication and collaboration. We believe that the benefits to students from being able to access technologies and the opportunities for collaboration exceed the disadvantages. However, access is a privilege and not a right. With rights comes responsibility.

Student Responsibility
Students are responsible for appropriate behaviour when using the school’s digital technology, as detailed in the Student Responsible Use Agreement. Individual users of school technology must take full responsibility for their own behaviour and communications. It is expected that users will comply with the school rules and honour the agreement their parents have signed on their behalf. Network access is a privilege and failing to follow the Responsible Use Agreement will result in the loss of this privilege.

Parent Responsibility
Parents are ultimately responsible for setting and conveying the standards that their children should follow when using media and information sources. The school expects that these standards will be in accordance with the School Policy and Student Code of Conduct, which parents are required to sign on behalf of their children.

Staff Responsibility
Corpus Christi School expects that staff will incorporate appropriate use of digital technologies throughout the curriculum and that teachers will provide supervision, guidance and instruction to students in the appropriate use of such resources. This will include staff facilitating students accessing technology to support and enrich learning, while taking into account the varied instructional needs, learning styles, abilities and developmental levels of students.

School Responsibility
Corpus Christi School undertakes a commitment to implement and uphold the Responsible Use Policy and to provide appropriate physical and financial resources to enable safe, educationally relevant access to technology for staff and students. The school uses and subscribes to a variety of educational spaces to support learning- including but not limited to: Google Apps Suite for Education, Storypark, Literacy Planet, Studylyladder and Class Dojo. The School undertakes to ensure that information published by students or the School under the School’s name meets legal requirements and standards of general practice within the community in relation to copyright, privacy and safety.

Student Access
The School network is provided for educational purposes. Students at Corpus Christi School have access to the Internet. The Catholic Education Office and the school determine security filters. The security filters in place operate on the school network only and the same security features do not operate beyond the school.

Independent access to network services is provided to students who agree to act in a considerate and responsible manner. Although the School has in place steps to reduce risks, students may encounter online content which has not been screened by educators for use by students. Therefore, prior parental or guardian permission is required for students to be able to access the School network. The Responsible Use Agreement signed clearly outlines appropriate action for students to take in the event of coming across unsuitable material.

Reviewed December 2016