



Mangaroa School Student Internet/Online Environments Use Agreement. Year 4 - 6

I understand that:

- I use the school computers and other Information Technology resources for learning.
- I will use online environments, e.g. blogs, wikis, websites to collect, present and record what I am learning at school.
- The school will do its best to keep me safe when I use the computer and when I am on the Internet.
- I may use the online environments, e-mail and ICT equipment only for educational reasons, and with teacher permission.
- I cannot use the Internet at school without signing and handing in this Use Agreement (the school will keep it on file).
- Social media sites (Facebook, Instagram, etc.) are not to be accessed at school (and that the school adheres to social media's policies that students under the age of 13 are not allowed to have accounts).

I understand that I must follow these rules:

- Online environments are not to be used to be mean, rude, or say unkind things about other people.
- I will not use my full name, address or phone number when I am on online.
- I will not give information out about other people.
- If I find anything that upsets me, is mean or rude, or things I know are not acceptable at our school, I will: Not show others and will get a teacher straight away
- I will be careful and will look after all our school and others ICT equipment by:
 - Not eating or drinking around any technology or equipment.
 - Not being silly and playing around with it.
 - Telling a teacher about anything wrong or damaged.
- I am not allowed to try and look up things on the Internet which I know are not for children.
- I am not allowed to print any document until error free and without my teacher checking it first.

Senior Students

- Students will use Google Apps for Education (email, word processing etc) to communicate and save work. This account will stay live while the student is enrolled at Mangaroa School only.
- All Senior Students will be issued with their own Username and Password to log on to the school network and Google Apps. This should not be shared with other students or adults.
- A separate agreement (BYOD Agreement) will need to be signed by parents and student if you wish to bring your own device to school

I understand that if I break this agreement in any way I may lose the right to use the Internet and devices at school. As well, the school will tell my parent/caregiver and can take disciplinary action against me.

To the Parent/Caregiver/Legal guardian, please:

- Read this page carefully, to check you understand your responsibilities under this agreement
- Sign the appropriate section on this form

I understand that Mangaroa School will:

- Do its best to enhance learning through the safe use of ICT. This includes working to restrict access to inappropriate, illegal or harmful material on the Internet or school ICT equipment/devices at school, or at school related activities
- Ensure that students undergo on-going lessons in digital citizenship.
- Keep a copy of this signed use agreement on file
- Respond to any breaches in an appropriate manner
- Welcome enquiries from parents or students about internet safety issues.
- Take action should my child break the internet agreement.
- Not allow my child to access the internet unless these agreements are signed and returned to school.

My responsibilities include:

- I will read this internet use agreement document
- I will discuss the information with my child and explain why it is important
- I will return the signed agreement to the school
- I will support the school's online programme by encouraging my child to be a safe digital citizen, and to always ask the teacher if they are unsure about any use of ICT
- I will contact the principal or class teacher to discuss any questions I might have about internet safety and/or this use agreement and I am welcome to do this at any time.

Mangaroa School Board of Trustees accepts NO liability for the loss or damage of any personal device brought to school. It is the responsibility of the parent/caregiver to ensure that devices are taken home daily.
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I have read this internet use agreement and I am aware of the school's initiatives to maintain a safe learning environment, including my child's responsibilities.

Name of student: **Room:**

Student signature:

Name of Parent/Caregiver/Legal guardian:

Parent/caregiver signature: **Date:**

Please return this whole document to your child's class teacher. Please tick this box ☐ if you require a copy of this agreement. One will then be sent home with your child.