

When using e-Learning tools we need to stay safe. These are the guidelines we expect all users to adhere to. Failure to do so may lead to loss of the usual right to use our devices and to access the Internet. Parents and caregivers will be informed of any intentional breach of these guidelines.

1. I will only use computers, iPads, Chromebooks and other digital devices for my learning and only with my teacher's permission.
2. I will only go online or use the Internet when a teacher gives me permission and when an adult is present.
3. If there is something I am unsure about I will ask my teacher for help.
4. I will not be mean, rude or unkind when using the Internet, e-mail, apps, or any other digital devices.
5. If I find anything that is upsetting, mean or rude, or if there are things that are unacceptable or harmful I will:
 - not show others
 - turn off the screen
 - inform a teacher straight away.
6. USB flash drives may be brought to class and used for learning purposes that you and your teacher have agreed on.
7. I will ask my teacher's permission before I put any personal information online. Personal information includes names, addresses, phone numbers, photos and e-mail addresses.
8. I will not share my password/s with others.
9. I will take care of all e-Learning devices by:
 - not eating or drinking near them
 - being responsible and respectful
 - informing a teacher if anything is damaged or not functioning.

USE OF THE INTERNET: Information for Parents and Caregivers

The Internet has become a major source of educationally useful material and an important learning tool. Your child will, at appropriate times, be given access to the Internet as an information source, a communication tool and a publishing medium. We take all reasonable steps to prevent and minimise access to unnecessary or unsafe material. These include:

- Use of a filtered Internet service to block access to sites with unsuitable material.
- Wherever possible all Internet access during school hours is supervised by a staff member.
- Teaching students to use options that help to refine searches e.g. adding 'k12' to locate age appropriate sites.
- Educating students about the consequences of accessing or attempting to access inappropriate material or sites.

In the unlikely event that your child either deliberately or accidentally accesses inappropriate material, we will contact you as soon as possible. Your child's wellbeing and safety is of prime importance to us.

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e-Learning, Internet, Email, Website and Apps Consent *(Please tick)*

I give permission for my child to access the Internet and class e-mail. I have read the e-Learning Safety Agreement and understand the school takes all reasonable steps to restrict access to unsuitable material. I also understand that if my child deliberately seeks inappropriate material his or her privilege of using our digital devices will be restricted or withdrawn.

My child and I have together discussed the importance of adhering to the e-Learning Safety Agreement, and the resulting loss of privileges if devices are deliberately mistreated or if inappropriate use of the Internet or e-mail is made.

Child's Name _____ Date _____ Room _____

Parent/Caregiver Signature _____ Child's Signature _____