

# CEDoW STUDENT RESPONSIBLE USE OF TECHNOLOGY AGREEMENT



Technology resources are available to all CEDoW students. The effective use of technology relies on the responsible conduct of the users who must adhere to the following agreement, school based processes and respecting the dignity of all involved in line with our Catholic ethos. I acknowledge my use of technology can be viewed and monitored. Inappropriate use will result in subsequent actions in line with the school's behaviour management processes.

## 1. Respect Myself

### As a respectful user I will:

- 1.1 only access, create, store and/or post material using appropriate language and images that are not hurtful, abusive or offensive and respects my privacy
- 1.2 understand that technology in CEDoW Schools (including the Internet) are for learning related activities
- 1.3 acknowledge that my device is a learning tool and only used for learning related activities whilst at school
- 1.4 not use my device for recreational gaming whilst at school
- 1.5 only log in using my username and password, provided by the School and not share my individual login and password details with others
- 1.6 not bypass or attempt to bypass network or security settings
- 1.7 treat all technologies and data with respect and due care
- 1.8 take due care to check the source, accuracy and reliability of any information obtained from the Internet
- 1.9 promptly report to staff any inappropriate material that is accidentally accessed
- 1.10 regularly backup my work from my device to my Google Drive and/or other storage media
- 1.11 adhere to age restrictions for applications and websites
- 1.12 not use technology to commit legally prohibited offences.

## 2. Respect Others

### As a respectful user I will:

- 2.1 only post material that respects the privacy of students, staff and the wider community including not taking or sharing photos without permission
- 2.2 only post material that uses appropriate language that is not hurtful, abusive or offensive
- 2.3 not use technology to harass, bully, pursue unwanted contact or manipulate others
- 2.4 not create, access, store or share offensive images, video or audio files
- 2.5 only use the work of others with acknowledgement or permission
- 2.6 not access another's account, folders, files or work
- 2.7 not reveal personal information such as addresses or contact numbers over the Internet, including my own
- 2.8 not use another person's technology without permission.

## 2. Respect Property

### As a respectful user I will:

- 3.1 fully charge my device each evening in preparation for the next school day
- 3.2 transport and store technology safely and securely
- 3.3 not use technology outside (playground or walkways) during recess and lunchtime unless specifically directed by a staff member to do so
- 3.4 take all reasonable precautions to ensure that my device is kept clean and not damaged or lost
- 3.5 promptly report any damage to technology to the relevant staff.

**I have read and agree to abide by all the expectations listed above.**

Student Name (Please Print):		Class:	
Student Signature:			
Parent/Carer Name (Please Print):			
Parent/Carer Signature:		Date:	