Internet and electronic device acceptable use agreement

What we expect

Below are our expectations of students at Valkstone Primary School when using digital technologies.

Be safe	At Valkstone Primary School, we protect personal information and keep safe online. I will do this by: • Keeping my passwords safe • Logging out of school devices when I have finished using them • Being careful about the personal information I post online, including images and videos. • Only visit websites that are safe and appropriate for school I will not: • share my passwords or use someone else's username or password.
Be respectful	At Valkstone Primary School, we are kind and show respect to others when using technology. I will do this by: • Acting with kindness and never bullying others online. • Thinking about how my words might make others feel before I say or write them. • Only taking photos or recordings of other people when they are aware and have given me permission to do so. • I will ask permission before sharing others' information and pictures online. I will not • upload or share school related photos and videos or work on social media • use technology to be mean, rude or unkind to other people
Be responsible	At Valkstone Primary School, we are honest, handle technology with care and follow the school rules. I will do this by: • Following all my teachers instructions when using technology. • Handling all devices with care and keep them in good condition. • Not interfering with devices, school systems, or other students' work. • Not downloading or using inappropriate programs like games. • Not using technology to cheat or steal, and always acknowledging when we use information sourced from others. • Turning off and securely storing my mobile phone or smart watch during school hours. • Ensuring a healthy balance between screen time and offline activities at school.
Ask for help	At Valkstone Primary School, we ask for help if we feel unsure or see something inappropriate. We do this by talking to a teacher or a trusted adult. I will do this if: • I feel uncomfortable or unsafe.

	• I see others participating in unsafe, inappropriate, or hurtful online behaviour. • I notice any damage to school technologies. • I need help understanding about a digital tool or how it can be used.
Consequences for misuse	I understand that: • I am responsible for my actions when using school technology. • If I damage a device on purpose, I may have to help fix or replace it. • If I break these rules, I may lose access to school technology for a short or long period. • My parents will be notified
	Do you understand these rules and agree to follow them? Yes No

Support for students:

The e-safety commissioner's [eSafety kids](#) page has helpful information to help you stay safe online.