



Watsonia North PRIMARY SCHOOL

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Dear parents/guardians

eSmart Policy and Student User Agreement

Watsonia North Primary School has worked hard to create an eSmart Policy and ICT student User Agreement that incorporates all of the essential components to be an 'eSmart' school.

Please read through the policy and student User Agreement, discuss and sign the necessary parts and return the User Agreement by **Friday, 5 February**.

Please send the student User Agreement back to your child's classroom teacher ASAP. It is important that the agreement comes into effect promptly. Students, who have not returned the User Agreement by the set date, will no longer be able to gain access to the internet or use technologies.

Thank you for your cooperation

Tina King

Principal

eSmart User Agreement

User Agreement must be returned to school by Friday, 3 February 2017

Watsonia North Primary School believes in quality education and providing a range of opportunities for every student to develop the knowledge, skills and learning strategies they need to engage in lifelong learning in the 21st century.

For Students

CARE AND USAGE

When using ICT (Information, Communication and Technologies) at Watsonia North Primary School I agree to:

- Take care of the computers, cameras and other equipment and ensure I do not cause deliberate damage equipment any way
- Always keep food and drink away from the equipment
- Only use the computers/iPads/cameras when instructed
- Not download or put any of my own software onto the computers/iPads, including games
- Always log off or shut down the equipment correctly
- Not change any of the settings

WORK HABITS

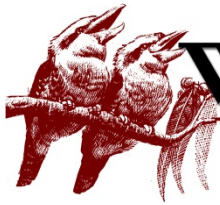
When using ICT at Watsonia North Primary School and at home I agree to:

- Work cooperatively and in a mature way
- Only search for information about my work when on the internet
- Be respectful when I talk to and work with other people online and **NEVER** participate in online bullying
- Immediately seek assistance if something goes wrong
- Speak to a teacher if I know someone is not following the agreement
- Not copy, delete or alter other people's work and call it my own
- Only use photos and videos for my work as directed by my teacher
- Not copy or use any photos or videos of myself or my peers for non-school related purposes
- Only print when I have the teacher's permission

PERSONAL SAFETY

When using ICT at Watsonia North Primary School and at home I agree to:

- Only use my first name when communicating online
- Not give out my personal information or anyone else's (full name, address, phone number, age, photo)
- Tell a teacher and close the monitor if I come across any information that makes me feel bad, upset or uncomfortable



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To be signed by the student:

I have discussed this agreement with my parents/guardians and agree to follow the conditions. I understand that breaking the agreement will result in the loss of my right to use the computers or other technologies for a period of time, or be responsible for payment to repair damaged equipment, as set by the Principal, Assistant Principal, ICT coordinator or Classroom Teacher.

I agree (please tick)

Student's name: Room No:

Parent Consent form

MUST BE COMPLETED ANNUALLY

Please tick

Yes	No	
		I have discussed the eSmart User Agreement with my child

I give consent to:

Yes	No	
		My child using the internet for educational purposes at school
		My child's work being published on the internet on a password protected website/blog, using first name only
		My child to send and receive external emails/posts with students from other Primary schools
		My child's photograph/video being published on a password protected website/blog, using first name only
		My child's photograph being published in the school newsletter
		My child's work being published in the school newsletter

Parent/Guardian's name: Signature:

Please return to classroom teacher by FRIDAY, 3 FEBRUARY 2017