# Buckley Park College

# Acceptable Use Agreement
### for the use of Digital Technologies within the School

## School profile statement

At Buckley Park College we support the rights of all members of the school community to be provided with and engage in a safe, inclusive and supportive learning environment. This extends to the use of digital tools and online communities and is underpinned by our expectation of safe and responsible behaviour of all members of the school community.

At our school we:
- have a Student Engagement Policy that states our school's values and expected standards of student behaviour, including actions and consequences for inappropriate online behaviour
- educate our students to be safe and responsible users of digital technologies. This is covered as part of both the Year 7 Digital Technology and Year 9 Health curriculum. The eSmart initiative supports this work.
- supervise and support students when using digital technologies within the classroom and when working in online spaces
- provide a filtered internet service, but acknowledge that full protection from inappropriate content can never be guaranteed

## Student declaration

*When I use technology, both at school and at home I have responsibilities and rules to follow. I agree to:*
- be a safe and responsible user whenever and wherever I use that technology and be respectful in how I talk to and work or socialise with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate, or hurtful online behaviour).
- protect the privacy of others and never post private information about another person.
- report to an adult if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate, or hurtful online behaviour

*When at school I agree to:*
- behave according to the school's expectations and rules
- protect my privacy rights and those of other students by not giving out personal details including full names, telephone numbers, addresses, images, and the name of the school
- use appropriate language when talking to and working with others online and never participate in hate mail or acts of harassment
- use the internet at school for educational purposes and use the equipment properly
- use social networking sites for educational purposes and only as directed by teachers
- not deliberately enter or remain in any site that has obscene language or offensive content (including racist material or violent images)
- abide by copyright procedures when using content on websites (ask permission to use images, text, audio and video and cite references where necessary)
- think about how I use content posted on the internet and not simply copy and paste information from websites
- not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another student
- not reveal my password to anyone
- not bring or download unauthorised programs, including games, to the school or run them on school computers
- talk to my teacher or another adult if:
  - o I need help online
  - o I feel that the welfare of other students at the school is being threatened
  - o I come across sites which are not suitable for our school
  - o someone writes something I don't like or makes me and my friends feel uncomfortable or asks me to provide information that I know is private.

*Acceptable Use Agreement 2023*

*If I decide to bring a mobile phone to school, I will ensure that it is locked in my locker from 8:50 to 3:05 each day.*
- I will not take my mobile phone to any class unless express, written permission has been given to me
- I will not take my phone out of my locker until the end of the day
- I will not use my phone during the day unless I have been given permission by my Year Level Coordinator or a member of the principal class

*When I use my BYO Device, I agree to:*
- use it for learning purposes as directed by my teacher
- act responsibly and not use the device to find, create or send information that might be harmful, inappropriate or hurtful to me or anyone else.

*When using a camera I will:*
- only take photos and record sound or video when it is agreed by the teacher to be part of a class or lesson
- seek permission from individuals (including teachers) involved before taking photos, recording sound or videoing them
- seek written permission from individuals involved before publishing or sending photos, recorded sound or video to anyone else or to any online space
- respect others when I talk to and work with them online and never write or participate in online bullying
- seek teacher permission before uploading any content to websites

The Acceptable Use Policy also applies to students during school excursions, camps and extra-curricular activities. On school camps, mobile devices (mobile phones) will only be allowed if they are considered necessary to the safety of the camp. This will be documented in the camp Risk Management document. If the mobile phone is taken to camp it will need to be given to the teacher in charge by the time decided each evening. I acknowledge and agree to follow these rules. I understand that my access to the internet and mobile technology at school will be renegotiated if I do not act responsibly.

The Acceptable Use Agreement terms are advised by, and should be read in conjunction with two key school policies - the Learning Technology Policy, Mobile Phone Policy and Student Engagement and Wellbeing Policy. Copies of these policies are available on the school website and Compass.

*I have read this Acceptable Use Policy carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet access privileges being suspended or revoked according to the School's expectations and rules.*


*Acceptance of this agreement must be done through Compass.*

If as a parent or student you have any concerns about this agreement or internet safety in general, contact either the school or NetAlert Australia's internet safety advisory body on 1800 880 176 or visit http://www.netalert.gov.au/ or www.cybersmart.gov.au.