



Student Digital Information Communication Technologies Agreement

The use of all computers and other school or personal digital devices (including but not restricted to laptops, smartphones, tablets, mobile phones, hard drives or memory/USB sticks), together with the internet and any other digital technologies, all of which are hereinafter referred to as Digital Information Technologies and Devices or 'DITDs', at Pasadena Intermediate School is for students to use for recognised educational purposes. The use of DITDs is a privilege, not a right, and is dependent on students meeting the following conditions:

1. In consideration of having access to DITDs, before using any DITDs, a student must sign this agreement. Parents/caregivers must also sign this agreement.
2. Any DITDs use through the school's computer network must be authenticated by either a student's personal log-in or, in the case of a personal device, by a unique identifying code supplied by the school.
3. DITDs are to be used for teaching and learning purposes only which shall be determined at the school's sole discretion.

THE STUDENT AGREES TO:

- Use all DITDs and any associated equipment with care and respect.
- Report any problems or difficulties to staff immediately.
- Be careful not to waste resources as that student may be responsible for costs.
- Only use their own login and not allow their login to be used by others to access the network or internet.
- Only access, modify or delete material on the school network and web applications which is theirs or which they have been given permission to use, modify or delete.
- Never in any way harm, modify or destroy computer hardware, settings, software, or data files.
- Only access, create, view or send material which would not be considered offensive by the school.
- All apps loaded on devices are to be educationally related and appropriate for students under 12 years of age.
- Never reveal any personal information online about themselves or others.
- Make no attempt to by-pass systems that the school has put in place in order to access files and the internet.

THE STUDENT UNDERSTANDS THAT:

- All DITDs use is recorded and can be traced back to the user. The school reserves the right to inspect all files relating to the use of DITDs.
- Any violation of this agreement may result in disciplinary action, which could include, among other consequences, disabling the student's network login, an interview with parents and/or an appearance before the Principal.
- They take responsibility for their own digital devices – including but not limited to, tablets, laptops, cellphones and ipods. This responsibility includes checking that the device is adequately covered by personal contents insurance and is secured throughout the day.

STUDENT

I have read the Student Digital Information Communication Technologies Agreement and I know what the school rules are about the use of computers, the Internet and other digital technologies and devices. I know that if I break these rules there will be serious consequences such as:

- My parents/caregivers may be told
- I may lose the right to use DITDs during school time which would include both school and personal digital devices and the Internet
- The school may take disciplinary action against me

My Full Name: _____ Year: _____ Room: _____

My signature: _____ Date: _____

PARENTS/CAREGIVERS

I have read the School's Student Digital Communication Technology Agreement, and understand that my child may not access the computer network including the internet, at school without this agreement being signed and returned to school. I also understand that there may be serious consequences if the rules are broken. I have discussed this information with my child and explained its importance and ensured they have understood.

I understand that while the school will do its best to restrict student access to offensive, dangerous or illegal material on the Internet or other communication technologies, it is the responsibility of my child to have no involvement in such material or activities. I understand this Agreement applies to all digital communication technologies my child brings into the school environment, such as personal digital devices (including but not restricted to laptops, smartphones, tablets), mobile phones, hard drives or memory/USB sticks.

I also understand that if my child steals, damages, or compromises the school network or equipment this could result in my receiving a bill for the cost of replacement or repairs.

While school will help students keep personal devices secure, students will have the final responsibility for securing their personal device(s). Please check with your homeowner's policy regarding coverage of personal electronic devices, as many insurance policies can cover loss or damage. (Pasadena Insurance does not cover students personal DITDs).

I understand that the loss of or damage to a student's personal digital device is the responsibility of the owner not the school.

I have also read and understand the school's online publication procedures.

- I give permission for my child to be given access at school to the computers, other digital communication technologies and the internet.
- I give permission for my child to bring their own digital device to use in the classroom as an aid to learning.

PRIVACY INFORMATION

The information requested by Pasadena Intermediate in this form will be used for the following purposes:

- To facilitate the operation and administration of the school
- To maintain contact with parents
- To provide information to the Board of Trustees, Parent/Teacher Association, Ministry of Education, Special Education Services and emergency services
- In an emergency, information from the file may be given to an agency such as the Police or Doctor.

(Note: You have the right to access the information which the school holds about your child)

Images of our students (photographs, video clips, etc), and examples of their school work, are sometimes published in our newsletters, on our school website, and other online channels such as the school/class blogs, Facebook page, youTube, etc.

The purposes of publishing student material are to educate our students according to the national curriculum, to encourage students to participate in our school community, and to promote the school.

We believe it is important to celebrate students' achievements, but are aware of the potential risks when such personal information or material is published on a global information system such as the Internet.

In the interest of safety and security we require parents to give permission for their child's first name, image, or work to be made public.

With consent, we share no more than a student's first name, image, or work in the school newsletter, on the school website, or in the wider online community.

I give permission for my child's visual image to be used for educational purposes in:

School Publications Yes No

School Website Yes No

Full Name of Parent/Caregiver: _____

Parent/Caregiver Signature: _____ Date: _____

Office Use Only

Enrolment Number: _____ NSN: _____ ID: _____