Cheltenham East Primary School

eSmart ICT ACCEPTABLE USE AGREEMENT

Name: ……………………...   **Grade:** ………………….

Respect the resources, use them properly and they'll keep working for you.

Cyber Bullying is taken seriously and will not be tolerated.

Conditions of usage:

I agree that:

- I must be patient and allow time for applications to open.
- I must log on using only my class "user name".
- I must use my own "user name" when accessing internet sign in programs
- I will only save appropriate files for my school work.
- I will only download items related to my school work.
- I will take care when printing and limit the number of printed copies to avoid high costs.
- Network facilities, including the internet, are to be used for school work purposes only.
- Educational games that are used at school are only to be used with teacher permission.
- All plugs and leads to the computers are to remain as found.
- I will handle, carry and use digital resources safely to avoid damage and harm.
- I will use digital resources safely to avoid damage and harm.
- I will not change settings on the computers.
- Food and drink should be kept away from computers at all times.
- When I finish using a digital resource, I will log off correctly and leave the room/working area in a neat and tidy state. Failure to log off correctly may result in missing out in the future.
- I will report any inappropriate website I find by accident and leave it immediately.
- The content of my communications, eg. email messages, blogs and downloads must be appropriate and respectful at all times.
- I will only play music with my teacher's permission.

I have read the conditions of usage and understand their purpose and will abide by them. I acknowledge that Cyber Bullying is taken seriously and will not be tolerated. I realise that inappropriate use of any resources will result in consequences which include loss of privileges.

Student Signature: …………………………………...

Parent Signature: …………………………………

Teacher Signature: …………………………………