To have access to the computer network at Holy Trinity with a personal electronic device (iPad) of your own, or the 1:1 iPad program, you need to follow these agreed practices, in addition to having agreed to the conditions in the Acceptable Use Agreement for use of Holy Trinity’s computer facilities and external networks. You should not bring any of these devices to school without the Principal’s approval.

Student Agreement

I will:

- Only use personal electronic devices or school owned devices that have been approved by my school for use on the school’s network.
- Follow all the conditions I have agreed to in the Acceptable Use Agreement for use of Holy Trinity’s computer facilities and external networks when using an approved personal electronic device or school owned device.
- Only access the Internet at school through the school’s wireless network.
- Follow all instructions given by a teacher about my personal electronic device or school owned device, including turning off the device or handing over the device to the teacher on request, and using those apps recommended or deemed appropriate for use at school.
- Be responsible for maintaining my personal electronic device, including keeping the battery charged, and purchasing and upgrading software when required. School owned devices will be managed by the program coordinator.
- Always treat personal electronic devices and school owned ICT equipment with utmost care remembering that access to these devices is a privilege granted by home and school.
- Use personal and school owned devices responsibly for educational purposes.
- Use personal and school owned devices and Internet the way my teacher and parents have asked me to.
- If I find something that is not appropriate for primary school children on the Internet or on a device, I will turn off the device, and then tell my teacher, parent or another adult immediately.
- Publish work and send emails using language I know is acceptable in my school.
- Tell the teacher if I receive a message that makes me feel uncomfortable.
- Respect the privacy of all digital technology users at school by correctly using passwords, and opening only my own work and emails.

I will not

- Whilst at school lend my device to others and I will ensure that it is stored securely when not in use.
- Whilst at school use my device to take photographs or record video or sound without the permission of a teacher and all the people being photographed or recorded.
- Give out my personal information, such as my surname, address, phone number or photo of myself, my parents or any other person while using the internet.
- Break copyright law by copying and/or using another’s work.
- Write or send messages that would make another person feel uncomfortable.
- Pass on information about inappropriate material to other students.
- Waste materials through excessive printing or downloading.
- Misuse the Internet or encourage others to do so.

Breaking the Student Agreement

In addition to the consequences described in the Acceptable Use Agreement for use of school computer facilities and external networks, students may be banned from taking their personal electronic device to school and/or using it on the school computer network. If a student breaks the Student Agreement a number of steps can be taken:

- Withdrawal of individual log-on to intranet, internet or both for a period of time as deemed appropriate.
- Parents notified.
- Appropriate ICT rights withdrawn.
- Guidance from the Learning Technologies Specialist/ICT Coordinator or School Executive as to how to avoid future problems.
- Steps as outlined in the Pastoral Care and Welfare Policy.
1:1 Devices are made available to students in Years 3 - 6. They are used in accordance with all other agreements and policies. It is a privilege to have access to these digital resources and it is necessary that you understand your responsibility in looking after them and using them appropriately.

As a responsible user I agree that:

- I will protect my device by carrying it in the protective case at all times.
- I will store my device in a safe and secure manner when not in use. I will keep food and beverages away from my device. My device will only be used in class whilst at school and kept in my desk / bag when not being used.
- I will use my device for my own personal use and not make it available to other students.
- I will ensure school owned devices are not used by others when at home, except my parents.
- I will keep applications requested by the school and parents on my device at all times.
- I will not play, share or view content that is inappropriate on the Internet or devices.
- I agree that while at school, my device is a learning device only and not for gaming or entertainment.
- I will not use digital technologies to harass or bully another student.
- I will not reveal personal addresses or contact numbers over the internet including my own.
- I will not password protect a school owned device. It has to be accessible to teachers and my parents at all times.
- I may password protect a personal device. The device and password is to be provided to parents and teachers on request.
- I will not upload to the Internet images of students or staff without permission from the student or staff and school.
- I will talk with my parents about setting expectations for use of my device at home, agreeing to all those that are set.
- I will abide by the all school and home rules associated with the correct and responsible use of my device.

At all times, the devices are subject to routine monitoring by staff and must be made available.

This Agreement may be reviewed on an annual basis. I have read and agree to abide by all the expectations listed above.

Student’s signature________________________

Name (print):_______________________________ Date:______________

Parent Acknowledgement

I give permission for my son/daughter ________________ (name) in ________ (class) to use a personally owned iPad or school provided iPad at school and on the school’s computer network and I:

- Have signed the accompanying Acceptable Use Agreement for use of the school’s computing facilities and external networks.
- Agree that I will discuss with my child and monitor acceptable use and care of personal and school owned devices.
- Agree that, whilst all normal care will be taken, the school is in no way responsible for replacement of the device due to theft, repairs due to breakage or any other sort of maintenance of the device.
- Recognise that, whilst every reasonable attempt will be made to enable the device to access the school’s computer network, there is no guarantee that this will be possible. The school is limited to devices that are supported by the CEO on its networks.
- Acknowledge that my child’s use of the device at school will at all times be subject to the directions of teachers and that failure to follow those directions may lead to the consequences described above.

Parent/Guardian’s signature: ____________________________

Name (print) : ____________________________ Date: ________________

Please return this form to school as soon as possible.
Your child will be unable to use the school’s network or the Internet until this form is returned.