

## READ INSIDE FOR IMPORTANT DETAILS

Please read the important information inside. Retain the left hand side at home as a reminder, and return the right hand side signed by student and parent to your teacher.

*Students may not access the internet at school until this form has been returned, signed.*



# GREEN BAY SCHOOL COMPUTER AND INTERNET USE AGREEMENT, YEARS 4-8

## WISE USE

This Wise Use Agreement features next to every computer as a reminder

I will use the Internet wisely by:

- ☺ only using the Internet when there is a teacher or approved adult in the room.
- ☺ communicating only with people on the Internet who are approved by my teacher
- ☺ only giving my first name to anyone on the Internet. I will never give my last name, address or phone number, or anyone else's.
- ☺ if I find something on the Internet that makes me feel unsafe or frightened, or is rude, I will use the "back" key, without showing other students, and tell the teacher.

Webmarshal and Mailmarshal are used to enforce Green Bay School's Internet policy. Internet browsing is recorded.

## Green Bay School Student Computer & Internet Use Agreement

**Read this sheet carefully. Then keep it so you can read it later. That way you will not forget what it says.**

These are the important rules I must follow:

1. I cannot use the Internet at school without signing and handing in this Use Agreement.
2. School computers are to help me with classroom learning. They are not for play.
3. It is important to keep safe while using the Internet and e-mail. This means I must follow the school's safety rules.
4. The only time I can use the Internet and e-mail at school is when a teacher is supervising me.
5. I am not allowed to try and look up things on the Internet which I know are not for children, including "Chat Rooms", "News Rooms" or ordering of goods. This also includes pornography, or information which is dangerous or against the law. (If I do not understand I will ask my teacher.)
6. I must be sensible when using the Internet and other communication technologies. I know that I must not do anything that would hurt me or someone else, even as a joke.

I agree that:

I will take care of our computers:

- I will not damage any equipment or furniture.
- I will not use any school computer for arcade-style games.
- I will not copy any software.
- I will not download anything without permission from a teacher first.
- I will not bring software from home to use on a school computer.
- I will not print anything without the permission of the teacher.
- I will use disks only to back up work or to take work home/back to school. I will ask the teacher to do a virus check first.

I will be considerate of other users:

- I will not monopolise equipment - I will share.
- I will not deliberately disrupt the computer or the school's network.
- I will not be involved in electronic vandalism, like viruses.
- If I accidentally come across dangerous, mean or rude material I will immediately use the "back" key, and then tell the teacher, without showing any other students.

I will look after myself:

- I will not give anyone on the Internet information about myself or others – this includes addresses and phone numbers.
- I will tell the teacher if I come across any problem or if I am not feeling safe.

**I understand that if I break this agreement in any way I may lose the right to use the Internet and computers at school. The school may also tell my parent/caregiver and may also take disciplinary action against me.**

**I understand that the school will do its best to keep me safe while using the Internet.**

## Green Bay School Computer & Internet Use Agreement

I have read my School Computer & Internet Use Policy and Agreement, and I know the school rules about the use of computers and the Internet. I know that if I break these rules there may be serious consequences:

- My parents/caregivers may be told.
- I may lose the right to use school computers and the Internet.
- The school may take disciplinary action against me.

**Name:** ..... **Class:** .....

**Signature:** ..... **Date:** .....

.....

### Parents / Caregivers

I have read the Green Bay School Computer & Internet Use Agreement and understand that my child may not access the Internet at school without this Use Agreement being signed and returned to school. I also understand there may be serious consequences if the rules are broken. I have gone over the information with my child and explained its importance. I understand that if my child steals or damages equipment this could result in the home receiving a bill for the cost of replacement parts or repairs.

I understand that while the school will do its best to restrict student access to offensive, dangerous or illegal material on the Internet, it is the responsibility of my child to have no intentional involvement in such material or activities, and to take immediate action in any unintentional event.

I give my permission for ..... Room ..... to be given access at school to computers, the Internet and other communication technologies.

I understand that this Agreement will stay in effect until either my child leaves this school or the Agreement is updated. I understand that every year my child's classroom teacher will re-visit the Use Agreement with them.

**Name:** .....

**Signature Parent/Caregiver:** .....

**Date:** .....

.....

***Please return this to your teacher after it has been signed.***