

RUAKAKA SCHOOL COMPUTER USE AGREEMENT



I UNDERSTAND THAT:

- * The school will do its best to keep me safe while using the internet and e-mail on the computer and have installed a filtering programme to do this.
- * I may use the Internet or e-mail at school only with teachers permission
- * I will only access web sites that are authorized by the teacher.
- * I am **not allowed** to (take) download information off the Internet without my teacher's permission.
- * If I use e-mail at school, I am **not allowed** to send any messages which the teacher finds unsuitable.
- * I am not allowed to load any programmes or information onto a school computer unless I have my teacher's permission.

I UNDERSTAND HOW IMPORTANT IT IS TO:

1. Take care of our school computers.

- Be careful with equipment and furniture.
- Respect the software that has been made by others and not copy it.
- Use only school software on school computers.

2. Be considerate of other users. I will:

- Share the computer.
- Be careful to print only what is necessary.
- Not disrupt or interfere with other people's work.
- Switch off the screen immediately if I see any material that would not be allowed at the school. Tell the teacher right away.

3. Be responsible for privacy and security.

- I will not give anyone on the Internet information about myself or anyone else. This includes address, phone numbers or photographs.
- I will tell the teacher if I come across a problem.

STUDENT INTERNET AGREEMENT

Student

- I have read this Agreement and know the importance of the school rules for the use of computers and the Internet and e-mailing.
- I know that if I break these rules, I might lose the right to use a school computer, and our Behaviour Management system will be used if necessary.

NAME (PRINTED) _____

YEAR/CLASS _____

SIGNATURE _____

DATE _____

Parents/Caregivers*

- I have read this Agreement and understand that my child is responsible for using school equipment and the Internet/e-mail as outlined here.
- I have gone through the Agreement with my child and explained its importance, and that there may be consequences for breaking the Agreement.
- I understand that while the school will do its best to restrict student access to any offensive, dangerous or illegal material on the Internet or through e-mail, it is the responsibility of my child to have no involvement in such material.
- I give my permission for my child (above) to be given access at school to global information systems such as the Internet or e-mail.

NAME (PRINTED) _____

SIGNATURE _____ DATE _____

**If you would like to discuss this document or have any questions about it, please contact the school office.*