



CYBER SAFETY AGREEMENT

ST HILDA'S SCHOOL CYBER SAFETY AND DIGITAL WELLBEING STUDENT ACCEPTABLE USE OF TECHNOLOGY AGREEMENT 2020

Digital technology, including mobile phones, laptops, iPads and smart devices, are a part of everyday life. St Hilda's School recognises student wellbeing and safety are essential for academic and social development.

The aim of this agreement is twofold:

1. to promote the wise and ethical use of digital technology in a way that provides access to its benefits for educational purposes and promotes a classroom climate that values engagement in learning through the management of screen time
2. to promote a culture of school connectedness, valuing face-to-face interactions through the management of technologies.

I agree to be a responsible and ethical user of all digital technology, including the internet, and relevant electronic devices (e.g. mobile phone, smart watch, airpods/earphones, laptop, iPad), and will follow the expectations below:

I have the right to:

1. Engage positively
 - install legally acquired applications and content (e.g. iTunes, Apps)
1. Choose consciously
 - be safe when using digital technology (e.g. online safety, password protection)
1. Know my online world
 - recognise online risks and how to manage them

I have the responsibility to:

1. bring portable devices (e.g. iPad, laptop) fully charged to school every day
 2. use the devices at school for educational purposes
 3. keep passwords for devices and online environments secure and private
 4. use school communication tools (e.g. email) for educational purposes
 5. store and organise work on the device and select names for files that are appropriate and respectful
 7. backup data from devices regularly
 8. respect and observe all laws pertaining to copyright, intellectual property, privacy and piracy by requesting permission to use images, text, audio and video, and attribute references appropriately
 9. communicate with others, both inside and outside of school hours and in social situations, in a legally and socially appropriate manner that does not offend, insult, hurt, humiliate or intimidate another person
 10. protect the privacy of others, only taking photos or recording sound or video for legitimate and agreed to purposes, and only when others are aware and formal consent has been provided
 11. talk to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online or if I see others participating in unsafe, inappropriate or hurtful online behaviour
 12. report offensive or illegal content or threats
 13. think carefully about the content I upload or post online, knowing that this is a personal reflection of who I am and can influence what people think of me
 14. replace any school supplied devices that are lost, damaged or stolen
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