

# Eudunda Area School

2 Reserve Road Eudunda SA 5374

T: 08 85811500 F: 08 85811109

E: dl.0755\_info@schools.sa.edu.au



Eudunda Area School

## CYBER-SAFETY AGREEMENT POLICY

### To the Parent/Caregiver

- Please read this page carefully to check that you understand your responsibilities under this agreement.
- Return the signed Use Agreement to the school.

I understand that Eudunda Area School will:-

- do its best to enhance learning through the safe use of ICTs. This includes working to restrict access to inappropriate, illegal or harmful material on the Internet or on school ICT equipment/devices at school or at school related activities, and enforce the cyber-safety requirements detailed in Use Agreements.
- respond to any breaches in an appropriate manner
- provide members of the school community with cyber-safety education designed to complement and support the Use Agreement initiative
- welcome enquiries at any time from parents/caregivers/legal guardians or students about cyber-safety issues

My responsibilities include:-

- reading this Cyber-safety Use Agreement carefully and discussing it with my child so we both have a clear understanding of our roles in the school's work to maintain a cyber-safe environment
- ensuring this Use Agreement is signed by my child and by me and returned to the school
- encouraging my child to follow the cyber-safe strategies and instruction
- contacting the school if there is any aspect of this Use Agreement I would like to discuss

### For the Student

My responsibilities include:-

- reading this Cyber-safety Use Agreement carefully
- following the cyber-safety strategies and instructions whenever I use the school's ICT
- following the cyber-safety strategies whenever I use privately owned ICT devices on the school site or at any school related activity regardless of its location
- avoiding any involvement with material or activities that could put at risk my own safety or the privacy, safety or security of the school or other members of the school community
- taking proper care of school ICTs. I know that if I have been involved in the damage, loss or theft of ICT equipment/devices, I and/or my family may have responsibility for the cost of repairs or replacement
- keeping this document somewhere safe so I can refer to it in the future
- asking the relevant staff member if I am not sure about anything to do with this agreement.

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## CYBER-SAFETY USE AGREEMENT FORM

We have read and understood this Cyber-safety Use Agreement and we are aware of the school's initiatives to maintain a cyber-safe learning environment.

Name of student \_\_\_\_\_ Class \_\_\_\_\_

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent/Caregiver \_\_\_\_\_

Signature of Parent/Caregiver \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE RETURN THIS SECTION TO THE SCHOOL AND KEEP A COPY FOR YOUR OWN REFERENCE**



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## GENERAL USER AGREEMENT/ICT AGREEMENT FORM

### Parent/Caregiver contact during school hours

- Parents are reminded that in cases of emergency Eudunda Area School remains the appropriate first point of contact and you can be assured that your child is reached quickly and assisted in an appropriate way.
- To protect the teaching and learning process it is inappropriate for parents to directly call students during learning time.
- Any student needing to leave Eudunda Area School because of illness or emergency must report to the Front Office and parents will be contacted through the Front Office.

### Sanctions following breach of guidelines

- If a student is using ICT technology in learning time without permission it will be confiscated and kept at the Front Office until the end of the day. The incident will also be recorded on our behaviour database.
- Frequent confiscations will result in additional consequences. In some cases students may be asked to keep their phone at the Front Office and will have no access during the day and the privilege of bringing the ICT technology to school could be withdrawn.
- More serious breaches involving bullying, gross invasions of privacy, pornography etcetera will generally result in more serious consequences, including students may be asked to keep their phone at the Front Office and will have no access to it during the day including suspension and in extreme circumstances exclusion.
- In any instance where it appears that a criminal offence has been committed, the Principal is bound by law to contact the Police.
- Students who fail to follow a reasonable request (i.e. hand over their ICT technology due to unacceptable use) will face behavioural consequences and possibly suspension.
- Staff are also expected to comply with this policy according to DECD guidelines.

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## GENERAL USER AGREEMENT/ICT AGREEMENT

We have read and understood the following agreements. (please circle ✓ or X)

- ✓ X School device and network usage policy
- ✓ X BYOD device and network usage policy
- ✓ X Office 365 usage policy
- ✓ X Electronic communication device policy (mobile)
- ✓ X Cyber-safety Agreement Policy

I would like to OPT-OUT of the following systems for the student entirely.

BYOD Agreement & Set-up

Office 365 Agreement & Set-up

Name of student \_\_\_\_\_

Class \_\_\_\_\_

Signature of Student \_\_\_\_\_

Date \_\_\_\_\_

Name of Parent/Caregiver \_\_\_\_\_

Signature of Parent/Caregiver \_\_\_\_\_

Date \_\_\_\_\_



Government of South Australia  
Department for Education and  
Child Development

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## BRING YOUR OWN DEVICE (BYOD) AGREEMENT

Please read the guidelines below, then sign and return the Parent/Caregiver and Student Acknowledgement Slip at the bottom of this page. Each individual student device will be assessed by the IT department prior to access being granted, however access will not be allowed without return of the Parent/Caregiver and Student signed reply slip below.

### Guidelines

- Any student who wishes to use a personally owned electronic device within Eudunda Area School must read and sign this agreement, get their parent/caregiver to read and sign the agreement, and submit the return slip to the Front Office.
- The student takes full responsibility for his/her device and keeps it with himself/herself at all times possible. The school is not responsible for the security of the device.
- The student is responsible for the proper care of his/her personal device, including any costs of repair, replacement or any modifications needed to use the device at school.
- The school reserves the right to inspect a student's personal device if there is reason to believe that the student has violated school policies, administrative procedures, school rules or has engaged in other misconduct while using their personal device.
- Violations of any school policies, administrative procedures or school rules involving a student's personally owned device may result in the loss of use of the device in school and/or disciplinary action.
- The student complies with a teacher's request to shut down the computer or close the screen.
- Personal devices shall be charged prior to bringing them to school and shall be capable of running off its own battery while at school. The student is now allowed to charge any device at school from a power point outlet.
- The student will not use the device/s to record, transmit or post photos or videos of a person or persons on the school site. Nor can any images or video recorded at school be transmitted or posted at any time without the express permission of a teacher.
- During school hours the student should only use their device to access classroom related activities.
- The student will only use the secure wireless network. Use of Hotspot wireless connections is not allowed.

As a student :-

- I understand and will abide by the above policy and guidelines
- I further understand that any violation of the above may result in the loss of my network and/or device privileges as well as other disciplinary action

As a parent/caregiver:-

- I understand that my child will be responsible for abiding by the above policy and guidelines
- I have read and discussed the policy and guidelines with my child and they understand the responsibility they have in the use of their personal device at Eudunda Area School

✂ -----

## BRING YOUR OWN DEVICE (BYOD) AGREEMENT

Name of student \_\_\_\_\_ Class \_\_\_\_\_

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

Name of Parent/Caregiver \_\_\_\_\_

Signature of Parent/Caregiver \_\_\_\_\_ Date \_\_\_\_\_



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