



Digital Technologies Code of Conduct

At Wyndham Park Primary School, we use Digital Technologies for:

- **Communication:** We express ourselves on local and global platforms in a positive way
- **Creation:** We use a range of platforms to support our learning, ideas and findings.
- **Critical Thinking:** We ask questions and select appropriate resources and platforms inform our learning.
- **Celebration:** We present our learning and achievements to a range of audiences.
- **Collaboration:** We work together, share ideas and solve problems.

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In order to ensure safe, purposeful teaching and learning with technology we require all students and parents to agree to and sign the following.

Safe Usage of Equipment:

- I will care for and look after all ICT equipment.
- I will keep food and drink away from equipment.
- I will not copy, download or put my own software on the schools digital devices.
- I will only use digital devices with the teachers permission
- I will not damage or interfere with another person's digital device

Smart and Responsible:

- I will keep my personal information secret
- I will tell a teacher immediately, if:
 - I receive an email that has inappropriate language or items.
 - I receive inappropriate messages from my peers.
 - I experience any instances of cyber bullying to myself or others.
 - I find or see any information that makes me feel bad or uncomfortable.

Respectful Habits:

- I will follow all teacher's instructions when using digital devices and when accessing the Internet.
- I will only search for information about my school work when using the world wide web.
- I understand that email is not private and will not send an email without teacher approval.
- I will make sure that any email I send out shows values of being Respectful, Responsible and Safe as a representative of Wyndham Park Primary School.
- I will not move delete or trash any file or application that is not mine.
- I will not alter pre-existing settings on the computer without instruction from a teacher. "Hacking" will not be tolerated.
- I will only submit my own work.
- I will not change or open other people's work or use their passwords.
- I will not use the school's network to download applications, images, videos, sound files or any other files other than those used for my school work.

I understand that if I do not follow this Code of Conduct I will lose the privilege of using Digital Technologies at Wyndham Park Primary School.

Please read and sign the attached Digital Technologies Code of Conduct agreement and return to school as soon as possible.



Student Agreement:

I have read and discussed the "Digital Technologies Code of Conduct" with my parents and teachers and agree to follow all of the rules and guidelines in this agreement I understand that if I do not follow this Code of Conduct I will lose the privilege of using Digital Technologies at Wyndham Park Primary School.

Student's Name: _____

Date: _____

Student's Signature: _____

Parent Permission

I agree to allow my child to use Digital Technologies (including the use of the Internet) at school and I have discussed what it means to be smart, safe and responsible with the use of technology with them. I agree with the above statements and will have a known agreement in place in regards to technology use at home.

I understand that if my child does not follow this Code of Conduct they will lose the privilege of using Digital Technologies at Wyndham Park Primary School.

I will contact the school if there is a situation

Parent's Name: _____

Date: _____

Parent's Signature: _____

WPPS publishes a variety of student work samples/projects on the World Wide Web. Should my child's work be chosen for publication, I give permission for such work to be published on <http://www.wyndhamparkps.vic.edu.au>. (First names only will be published.)

Students Name: _____

Grade: _____

Parent/Guardian Signature: _____

Date: _____