

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.)

Student Name: _____ **Grade:** _____

Parent/Guardian Signature: _____ **Date:** _____

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
- **Creativity:** 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 others or myself.
 - I find or see any information that makes me feel bad or uncomfortable.

Respectful Habits:

- I will follow all teachers' instructions when using digital devices and when accessing the Internet.
- I will only search for information about my schoolwork 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, video, 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.