



Mosman Church of England Preparatory School

2020 Technology User Agreement: Years 3-6

Communicate Respectfully

This means I:

- never send mean or bullying messages or pass them on as this makes me part of the bullying.
- do not use actions online to be mean to others. (This can include leaving someone out to make them feel bad).
- Do not copy someone else's work or ideas from the internet and present them as my own. (I will reference the website link).

Protect Personal information

This means I:

- protect my friends' information in the same way.
- protect my password and I do not share it with others.
- do not use any other student's username and password.
- do not change my school provided username and password.
- do not join a space online without my parents or teacher's guidance and permission.
- never answer questions online that ask for my personal information.
- never share my friends' full names, birthdays, school names, addresses and phone numbers because this is their personal information.

I look after myself and others

This means I:

- speak to a trusted adult if I see something that makes me feel upset or if I need help.
- speak to a trusted adult if someone is unkind to me.
- speak to a trusted adult if I know someone else is upset or scared.
- stop to think about what I write and ensure it is always appropriate.
- use spaces or sites that are right for my age.

- do not deliberately search for something rude or violent or have a violent or rude image on my iPad or digital device.
- either turn off the screen or use the back button if I see something I do not like and tell a trusted adult.
- am careful with the equipment I use.
- do not intentionally download anything unless requested by the teacher.
- will only use applications at school that are recommended by the teacher and school.
- do not message or email during school times unless under a Teacher's instruction.
- do not alter or change the backgrounds or desktops.
- do not alter, remove or change settings on the iPad - This may result in the removal of apps and loss of saved work.
- do not print unless requested by the teacher.
- will only use network folders, Airdrop, Airplay and Airdrop to access and share documents when instructed by the teacher.
- will alert an adult if I notice others not using digital technologies safely and responsibly.
- Will not bypass the school's filtered internet by using a hotspot or another mobile device when on school grounds.

Personal Phone usage

This mean they are:

- permitted as a safety device for use in an emergency, particularly when using public transport.
- to be kept in your bag and turned off during school hours.
- when at school, they may only be used with the permission of a teacher.
- not to be not used for gaming while waiting for a bus or train, or during travel.
- a privilege and parents will be notified if a student uses their phone inappropriately.
- May be used to listen to music during after school travel.

Retain this page for your reference



Mosman Church of England Preparatory School

2020 Acceptable User Agreement

C: Student Licence

Student Licence

Mosman Preparatory School

Awards this certificate to

for being a polite, safe and responsible user of digital technologies.

I know that I am still learning to use digital technologies safely and responsibly. I will ask a trusted adult for help whenever I am unsure or feel unsafe.

Signed (Student): _____

Date: _____

Signed (Parent): _____

Date: _____

Signed (Teacher): _____

Date: _____

Return this page to School