



# ICT Acceptable Use Agreement

## For Students in Years 3–6

### Purpose

This agreement outlines the expectations for safe, responsible, and respectful use of information technology at school. All students using school-owned devices, including Chromebooks, must follow this agreement at all times.

By signing this document, students and parents/carers acknowledge that they understand and agree to follow the guidelines below.

### Student Responsibilities

#### 1. Careful Use of School Devices

- I will handle all school technology, including Chromebooks, with care.
- I will keep food and drinks away from devices.
- I will carry devices safely, using two hands and closing them properly when moving around the classroom.
- I will report any damage, issues, or problems to my teacher straight away.

#### 2. Supervised Use Only

- I will only use Chromebooks when my teacher gives permission.
- I understand that I must always use Chromebooks under direct teacher supervision.
- I will not use Chromebooks during break times (lunch or afternoon tea).

#### 3. Appropriate Online Behaviour

- I will use the internet safely and responsibly.
- I will visit only websites my teacher or school allows.
- I will not look up or search for inappropriate material.
- I will not delete or clear my search history.
- I will show my teacher my search history whenever asked.

#### 4. Learning-Focused Use

- I will use Chromebooks for schoolwork only.
- I will not play games on school devices unless my teacher has given special permission for a learning activity.
- I will not use AI tools (such as chatbots or AI writing programs) for any writing tasks or assignments.

#### 5. Respect and Safety Online

- I will not use technology to harm, embarrass, or exclude others.
- I will not share personal information (my own or anyone else's) online.
- I will ask my teacher for help if I see something that makes me uncomfortable.





### **Parent/Carer Responsibilities**

I understand and agree that:

- School technology is provided for learning purposes only.
- Teachers may check student browsing history and online activity at any time.
- Students must comply with all directions from staff when using digital devices.
- The school may limit or remove device access if this agreement is not followed.

### **Consequences for Misuse**

If a student does not follow this agreement, consequences may include:

- A warning or reminder.
- Loss of Chromebook privileges for a day.
- Loss of Chromebook privileges for a week.
- Loss of Good Standing.
- Additional consequences as determined by school leadership.

### **Agreement Signatures**

**Student Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent/Carer Name:** \_\_\_\_\_

**Parent/Carer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

By signing this agreement, we acknowledge that we have read, understood, and agree to follow the school's expectations for safe and responsible ICT use.

