Oatlands Primary School

Information and Communication Technology

Usage Procedures

This document refers to the correct usage of iPads whilst utilizing the Oatlands Primary School computer network.

Students are responsible for the security of their own iPads. They will be advised about ways in which they can secure their device and it is their responsibility to ensure this occurs.

Oatlands Primary School takes no responsibility for the theft or damage to a student’s iPad.

Oatlands Primary School will:

- continue to provide cyber safety behaviours information
- restrict access to inappropriate sites and data with the use of available filtering and monitoring software
- provide direction and supervision when students are working on internet activities

Students are expected to:

- use Oatlands Primary School ICT equipment, network and iPad’s in a responsible manner to ensure no damage occurs
- protect their personal access details
- comply with copyright laws
- place their iPad in a carry safe bag before placing in school bag

An iPad may be confiscated or banned from school by a staff member if used inappropriately.

Inappropriate use includes, but is not limited to:

- any situation that may cause embarrassment or discomfort to other students or staff members
- photographing, filming or recording any student or staff member without their consent
- using iPads to intimidate, bully or threaten any student or staff member
- using obscene language
- posting inappropriate images or comments on blogs, forums or social networking sites
- iPads are to be turned off or muted immediately if instructed by an Oatlands Primary staff member

It is a criminal offence to use an iPad to harass, offend or menace another person.
I will talk to my teacher or another adult if:

- I need assistance online
- I come across sites which are inappropriate
- someone posts material that makes me or another student uncomfortable
- someone asks me to provide information I know is private

I have read the Oatlands Primary School ICT Usage Procedures carefully and understand them and I agree to abide by these conditions. I understand that any breach of procedures will result in internet access privileges being suspended or revoked.

Student Name

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Year Level

__________________________

Student Signature

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Parent Name

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Parent Signature

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Date

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