



Student ICT User Agreement

Tokomaru School

Honesty Respect Responsibility Perseverance

Harakore Manawanui Haepapa Whakaute

User Agreement

Name: _____

Year: _____

Date: _____

Student Agreement:

1. I agree to use the schools ICT equipment correctly and responsibly.
2. I agree to only access the Internet when a teacher is present and they have given me permission to do so.
3. I agree not to produce or spread hurtful images or text.
4. I agree that all emails I send will be constructive, informative, or inquiring the interest of the receiver and myself.
5. I agree not to give out my own or others personal information such as names, addresses or telephone numbers.
6. I agree not to deliberately access information from or post anything on the Internet that would bring Tokomaru School into disrepute.
7. I agree that I will immediately inform my teacher if I come across any material that is inappropriate or makes me feel uncomfortable.
8. I agree that I will not access anyone else's folders or information on the school network.
9. I agree that I will not copy or install any software, programme, or file on the school system.
10. I agree to log in to my Google Account (where applicable ie; Y3/4+) whenever I am browsing or using online tools.

I understand that if I don't follow the guidelines above, I might lose the privilege of using ICT tools and equipment and/or the school may take disciplinary action against me.

Student _____

Parent/Caregiver Agreement:

1. I have read the student guidelines and understand that Tokomaru School's ICT tools are for educational purposes and should be used in an appropriate way.
2. I undertake to discuss these guidelines and the importance of this issue with my child.
3. I understand that Tokomaru School cannot provide an absolute guarantee that no controversial material will be accessed and will not hold Tokomaru School or any member of its staff liable if such material/information is accessed/downloaded.
4. I agree to support the staff and students of Tokomaru School, helping to keep them safe by reporting any misuse or alleged misuse of ICT tools and equipment immediately.
5. I understand that samples of my child's work may be published on the School Website and/or the school newsletter and/or Facebook.
6. I agree to allow my child's image to be published (both digital and hard formats) on the School Website and/or the school newsletter and/or Facebook.

Parent/Caregiver _____