

*for* **Churton Park School**



Our School believes in a Digital Citizenship model for supporting safe and responsible use of the internet in teaching and learning. An important part of this is that we are able to show others what that responsible use looks like while we are using technology in our learning. We think a good digital citizen is someone who;

- **Please note: 'ICT' refers to 'Information & Communication Technologies'**
- Is a confident and capable user of ICT
- Will use ICT for learning as well as other activities
- Will think carefully about whether the information they see online is true
- Will be able to speak the language of digital technologies
- Understands that they may experience problems when using technology but can deal with them
- Will always use ICT to communicate with others in positive ways
- Will be honest and fair in all of their actions using ICT
- Will always respect people's privacy and freedom of speech online
- Will help others to become a better digital citizen
- Will have access to Google Apps (Blogger, Chrome Web Store, Google Arts & Culture, Google Earth, Google Maps, Google Photos, Google Play (selected apps), Google Translate, Managed Google Play, YouTube)

**Because we know this is important for us all, we ask everyone, the staff, students and volunteers working at the school to agree to use the internet and other technologies in a safe and responsible way by following the rules laid out in a Responsible Use Agreement like this one. If someone cannot agree to act responsibly, or the things that they do mean that other people are being harmed, then we might stop them from using the internet or other technology at school.**



## Student ICT Responsible Use Agreement. Part 2.

As a parent, guardian or caregiver please use this form as a checklist and read through the points with your child. Please use the yellow boxes and tick off each point with your child once they understand that point. We expect that when you use ICT's at Churton Park School that you will always be a good digital citizen and an example to others.

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**tick This means that;**

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1. **I Will be a confident and capable user of ICT --** I know what I do and do not understand about the technologies that I use. I will get help where I need it.  
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2. **I Will use ICT for learning as well as other activities --** I understand that technology can help me to learn. I also know it can also be used to talk to people, to buy and sell things and to have my opinion heard. I know when and where it is OK to do each one.  
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3. **I Will think carefully about whether the information I see online is true --** I know that it is easy to put information online. This means that what I see is not always right. I will always check to make sure information is real before I use it.  
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4. **I Will be able to speak the language of digital technologies.** When people talk online the things they say can be quite different from a conversation they might have if they were sitting next to each other. I know that I must try to understand what people are saying before I react to them. If I am not sure, I can ask them or someone else to explain.  
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5. **I Understand that I may experience problems when I use technology but that I will learn to deal with them --** I understand that there will be times when technology may not work as I expected it to, or that people may be mean or unkind to me online. When these things happen, I know that there are ways I can deal with it. I also know there are people I can go to, to get help if I don't know what to do next.  
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6. **I Will always use ICT to communicate with others in positive, meaningful ways --** I will always talk politely and with respect to people online. I know that it is possible to bully or hurt people with what I say and do on the internet. I will think about the effect that my actions have on other people.  
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7. **I Will be honest and fair in all of my actions using ICT --** I will never do anything online that I know will hurt anyone. I will make sure what I do is not against the law. I will make sure that my actions don't break the rules of the websites that I use. When I am not sure about what I am doing I will ask for help.  
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8. **I Will always respect people's privacy and freedom of speech online --** I understand that some information is private. I will be careful when using full names, birthdays, addresses and photos of other people and of my own. I also know that I will not always agree with what people say online but that does not mean that I can stop them or use it as an excuse to be unkind to them.  
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9. **I Will help others to become a better digital citizen --** Being a good digital citizen is something that we all have to work at. If I know that my friends are having problems online or making bad choices, I will try to help them or let a teacher know they need help. If I see that someone is being unfairly treated online then I will speak up rather than just watch it happen.

# Student ICT Responsible Use Agreement Part 3.

for Churton Park School



## Everyones responsibilities

1: Please read this form carefully, to check you understand your responsibilities under this agreement 2: Sign the form below, with a pen or digitally, 3: Detach page and return this form to the school office 4: Keep the document for future reference

### I understand that Churton Park School will:

- Do its best to enhance learning through the safe use of ICT. This includes working to restrict access to inappropriate, illegal or harmful material on the Internet or school ICT equipment/devices at school.
- Work progressively with children and families to encourage and develop an understanding of the importance of digital citizenship through education designed to complement and support the use agreement initiative. This includes providing strategies to keep our children safe in cyberspace
- Keep a copy of this responsible use agreement document on file
- Respond to any breaches in a quick and appropriate manner
- Welcome enquiries from parents or students about digital citizenship issues.

### My responsibilities include:

- I will read this digital citizenship responsible use agreement document
- I will discuss the information with my child and explain why it is important
- I will return the signed agreement to the school
- I will support the school's digital citizenship programme by encouraging my child to make responsible choices when online, and to always ask the teacher if they are unsure about any use of ICT
- I will contact the Principal or ICT team leader to discuss any questions I might have about digital citizenship and/or this responsible use agreement and I am welcome to wdo this at any time.
- Additional information can be found on the NetSafe website. [www.netsafe.org.nz](http://www.netsafe.org.nz)



### Please detach and return this section to school.

I have read and accepted this digital citizenship responsible use agreement, and I am aware of the school's initiatives to maintain a cybersafe learning environment. Tick yes >

Yes

Childs name

Parent/Guardian name

Parent/Guardian signature

Date DD/MM/YR

Please note: This agreement for your child will remain in force as long as he/she is enrolled at this school. If it becomes necessary to add/amend any information or rule, parents will be advised in writing.