

Acceptable Use Agreement

Early Primary (Foundation – Year 2)



Keep this copy at home on the fridge as a reminder of your child's eSmart responsibilities.

When I use digital technologies, I **communicate respectfully** by:

- being kind by not sending mean or bullying messages or forwarding them to other people.

When I use digital technologies, I **protect my identity** by being aware that my name, photo, birthday, address, and phone number is personal information and is not to be shared online. This means I:

- never answer questions online that ask for my personal information.
- don't share my friends' personal identity.
- don't share photos or videos of my friends without their permission.

When I use digital technologies, I **protect my digital security** by:

- never sharing my password with anyone except a parent or a teacher.
- never ask my friends for their passwords.
- always look away when someone is typing in their password.

When I use digital technologies, I am **responsible for the device** and how I use it. This means I:

- carry one device at a time with two hands.
- keep food and water away from the device.
- place the device safely and gently in the iPad trolley.
- use the device that is assigned to me every time.
- remove and insert headphones and charging cables with care.

When I use digital technologies, I **am responsible** for what we share, play, and look at online. This means I:

- only use games or sites that are made for people my age and, that my parents or teachers know about.
- speak to a trusted adult if I see something that makes me feel upset, uncomfortable or if I need help.
- speak to a trusted adult if someone is unkind to me or if I know someone else is upset or scared.
- only accept online friendship requests from people I know personally and recognise.

Acceptable Use Agreement

Early Primary (Foundation – Year 2)



Return this page to your child's classroom Teacher.

Students will complete an eSmart book in class to learn what it means to be eSmart. Families may keep page 1 of this document and must return page 2 to their child's classroom teacher.

Acknowledgement of Parent Support

As part of my responsibilities as a Parent, Guardian, or Carer of a student in the Carranballac P-9 College:

- I have read this Acceptable Use Agreement and am aware of the College's initiatives to maintain a safe learning environment, including my child's responsibilities and discuss this with my child so we **both** have a clear understanding.
- I will ensure this Acceptable Use Agreement is signed and returned to the College.
- I will support my child to follow the Acceptable Use Agreement and understand their failure to do so may result in serious consequences.
- I will support College staff when fulfilling their duty to create a safe online space for children to learn and develop digital skills, including managing online behaviour, consequences, and student engagement.

I will contact the school if there is any aspect of this Acceptable Use Agreement, I would like to discuss.

Please note: This agreement for your child will remain in force while they are enrolled as an Early Years student at this school. The college maintains the right to make changes to this document.

My child's Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

School contact name for support and /or agreement: Please speak with your classroom teacher or email the College on carranballac.p9@education.vic.gov.au

School contact no.: (03) 9395 3533