



Cybersafety Responsible Use Agreement

I understand that:

- My computer user name and password are private and are not to be shared with other students. I will not reveal home addresses or phone numbers, mine or anyone else's, in cyberspace.
- Computers and other ICT equipment that belong to Villa Maria College are intended for educational purposes and I will treat all equipment with respect. Any other ICT equipment that I use within the school environment (eg. Mobile phone, own laptop, ipod) will be used for learning purposes as directed by my teacher
- Any videoing, photos or voice recording will also be for learning purposes as directed by my teacher. I will ask those I wish to film, photograph or record for permission before I do so.
- When using the internet I must not go looking for rude or offensive sites. If I accidentally encounter inappropriate, dangerous or illegal material I will immediately remove it from the screen/turn off the screen and notify a supervising teacher without showing it to other students.
- When using my school email it is my responsibility to ensure that all correspondence will not cause offence or be otherwise inappropriate.
- ICT must not be used for harassment, bullying, plagiarism, exam cheating etc. I will use my Uspace and OneDrive account responsibly and follow the Acceptable Use Agreement on the Ultranet.
- I will report offensive and inappropriate activities to my parents or my Head of House immediately.
- The College reserves the right to check at any time, work or data related to ICT in the school environment.
- Breaching this agreement (or any involvement in a breach) may result in my access to the computing and communication technology resources at Villa Maria College being withdrawn, which could make me ineligible to continue studying a particular subject. I also understand that it could result in disciplinary action by the College.

Student

I understand and will abide by the conditions and rules set out in the College's Cybersafety Responsible Use Agreement. I further understand that there may be consequences (including the possible loss of access and even disciplinary action) if I should commit any breach of these conditions.

Name.....VG.....

Signed.....Date.....

Villa Maria College 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;

- 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 other to become a better digital citizen

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 Cybersafety Responsible Use Agreement like this one.

Parents or Guardian

General Use of computing/communication technology resources:

As the parent or guardian of this student, I have read the Cybersafety Responsible Use Agreement. I believe my child has read the document and understands her obligations. I understand that the ICT resources at Villa Maria College are designed for educational purposes and that any breach of the rules and conditions as set out in this agreement can lead to loss of privileges or disciplinary action. I understand if my daughter loses or damages equipment this could result in a bill for the cost of replacement parts or repairs. I also understand that this agreement applies to ICT equipment my daughter brings in to Villa Maria College.

Access to cyberspace:

As the parent or guardian of this student, I understand that it may not be possible for the school to fully restrict exposure to inappropriate material in cyberspace, accessed through such means as the internet, email or text messaging. I also understand that while the College will take appropriate measures to limit access to illegal, dangerous or inappropriate material, ultimately it is each student’s responsibility not to initiate access to, or have any involvement with such material.

For more information on how you can help your daughter to use ICT in a safe and responsible manner visit www.netsafe.org.nz.

I hereby give permission for my daughter to be given access to computing and ICT equipment.

Signed..... Date.....

Parent/Guardian signature