



## Hora Hora School Digital Technologies Code of Conduct



*I understand that:*

- The only purpose for school computers and other information technology resources is to support teaching and classroom learning.
- The school will do its best to keep me safe while using global information systems, such as the computer and the internet.
- I know that I am not permitted to access material through the internet which is offensive, rude, dangerous, inappropriate at school, or illegal. I am forbidden to pass on such material by copying, storing or printing it.
- If I use e-mail at school, I am not permitted to send any messages that are offensive, dangerous, inappropriate at school or illegal.
- I may use the internet or e-mail at school, only if there is a teacher supervising me.
- I understand that the school may use unnamed examples of my schoolwork, and images of me taking part in school activities for educational purposes eg. for the school website.

*I understand how important it is to:*

1. **Take care of ICT resources, such as computers and the internet.**
  - Be careful with equipment, especially the computer and accompanying stylus, issued to me.
  - Respect the copyrights on software that prohibit copying.
  - Carry portable devices like iPads and laptops with 2 hands, putting it safely away when finished working with it.
  - I know that I may have to pay for a new stylus if I damage, break or am careless with the stylus.
2. **Be considerate of other users.**
  - Be careful not to waste computer resources, eg. do not print pages with one word on it or a small amount of text or pictures.
  - Take care not to display or use graphics, record or play sounds, or type messages which could cause offence to others.
  - Remove immediately from the screen any material that would not be allowed at the school (which I accidentally come across) and tell the teacher right away.
3. **Be responsible for privacy and security.**
  - I will not give anyone on the internet information about myself or anyone else.
  - This includes address, phone number, photograph or credit card information.
  - I will tell the teacher if I come across a virus or security problem.

**Child signature:** \_\_\_\_\_ I have read and understood the above **Yes / No**