The School recognises that students will use a range of communication devices, resources and services, both School owned and student-owned. This agreement outlines the expectations of students at this age (see over for details).

Boys are expected to use all ICT devices, resources and services responsibly, purposefully and ethically. Any activities that impact adversely on users inside or outside the School, or that adversely affect the School’s reputation, will be considered a serious breach of the School’s rules.

Usage of devices, services and resources is always at the discretion of class teachers and other School staff.

**Student Agreement**

I have read and understood the TGS Information and Communication Technology Student Acceptable Usage Agreement (K-2) and agree to abide by these conditions in an ethical and responsible manner.

The following guidelines were developed by a panel of Junior School student leaders to summarise the content in this ICT Usage Agreement.

I will:

- Follow the Junior School Code of Respect (CoRe) by respecting myself, others and the School in physical and virtual environments.
- Make sensible decisions when using technology in and out of school.
- Protect my privacy online and keep all my passwords and accounts safe.
- Remember to “No, Go, Tell” a trusted adult if I feel uncomfortable or become aware of the misuse of technology.

Name: _________________________________________________   Date: __________________________________

(Students are to write their own name to foster a level of empowerment and ownership and to signify a conversation has been had at home and at School about this agreement and appropriate use of ICT.)

**Parent Agreement**

I have read and understood the TGS Information and Communication Technology Student Acceptable Usage Agreement (K-2) and agree to work with the School in ensuring my son / ward accesses the network at Trinity Grammar School under the conditions stipulated in an ethical and responsible manner.

I understand that, even though student use of the Internet is monitored, it is not possible for Trinity Grammar School to continuously monitor and restrict access to all controversial materials. I therefore will not hold the staff, the Head Master or Trinity Grammar School responsible for the accuracy or nature of material acquired by my son/ward from the Internet.

Name: _________________________________________________  Class: ___________________________________

Signed: ________________________________________________    Date: ____________________________
I will be responsible and take care of myself, others and technology by:

- Following the Junior School Code of Respect (CoRe).
- Seeking permission from a teacher if I need to use my mobile phone.
- Not bringing a smartwatch to school.
- Keeping my iPad in the trolley in the classroom until I am asked to get it.
- Keeping my iPad in the middle of my desk or in a safe place on my desk.
- Keeping my water bottle, liquids and food away from my iPad.
- Always using two hands when carrying an iPad.
- Always keeping the iPad in its cover.
- Always walking when carrying an iPad.
- Leaving iPads safely in the classroom at recess and lunch.
- Never touching anyone else’s iPad.
- Having clean hands when using any iPad.
- Telling my teacher if my iPad has any damage.

I will act safely to protect myself and others by:

- Listening carefully and following instructions.
- Only using the apps the teacher asks me to use.
- Only using internet sites that I need for my learning when the teacher asks me to.
- Reporting anything I see that is inappropriate or makes me feel uncomfortable straight away to the teacher.
- Always having my screen visible at school.
- Keeping my password secret and only ever using my own password.
- Never giving out personal information online.
- Never taking photos or video of anyone without their permission or teacher approval.
- Thinking before I act!