

ICT User Agreement

At Settlers Farm Campus, Chromebooks, laptops, computers, iPads, network, and internet services are used to enhance teaching and learning. This agreement describes the acceptable use of digital learning tools at our school.

Leadership and ICT personnel will:

- Monitor filtering mechanisms of internet sites and ensure that internet searches and email usage are regularly reviewed for inappropriate searches.
- Ensure that all family members are made aware of the Acceptable Use Agreement, by making this document accessible and visible.
- Deal with inappropriate use of internet and computer technologies.

Family members will:

- Use campus grievance procedures to raise concerns regarding the use of ICT's with staff.

Students will:

- Use and carry devices safely. Failure to safely use devices or any deliberate damage may result in students being charged for repair or replacement.
- Report any damage or problems to a staff.
- Only use provided email addresses and accounts for school related purposes.
- Use the internet and applications safely and only for work related purposes. No social media or games (unless instructed).
- Respect network privacy and rights of others.
- Not share personal details or full names in Google Drive or online
- Abide by copyright laws by acknowledging sources when using information from the internet.

In the case of a student breaking the user agreement, staff will make a decision about appropriate restrictions of technology using the following flowchart.



- Teacher to remind student of User Agreement
- Family to be contacted where teacher deems necessary

- Family is contacted
- Device usage is removed for a period of time

- Family meeting arranged
- Device usage is removed for a longer period

- Student will no longer be allowed device access at school

Communication and review

- This agreement is published on our school website
- This agreement has been reviewed by staff and Governing Council, ratified March 2025
- This policy will be reviewed in 2028 or as necessary

