

# Frankston Heights Primary School

## Digital Technologies Acceptable Use Agreement (Y3-6)



At Frankston Heights Primary School (FHPS), digital technologies are used to support learning, creativity and communication. This agreement outlines the expectations for students to use technology in a safe, responsible and respectful manner.

This agreement aligns with Victorian Department of Education (DET) policies, including Child Safe Standards, Digital Learning and Online Safety, Bullying Prevention, Mobile Phones - Student Use, and Privacy and Information Sharing.

Parents/Carers are asked to read and discuss this agreement with their child. To confirm acceptance of the student expectations, both the Parent/Carer and the Student are asked to sign the agreement below and return to the classroom teacher. Students will be able to access digital technologies at FHPS once the agreement has been accepted by both parties.

### **PARENT / CARER AGREEMENT**

I have read and discussed the FHPS Digital Technologies Acceptable Use Agreement (Y3-6) with my child. I understand that Frankston Heights Primary School will take all reasonable steps to provide a safe and inclusive digital learning environment.

I acknowledge my shared responsibility in supporting my child's safe and responsible use of technology, including monitoring online activity at home, enforcing age restrictions for social media platforms, and reinforcing respectful online behaviour.

I understand that if my child does not adhere to the school's digital technology expectations, their access to the Internet and/or digital technologies may be withdrawn for an allocated period of time.

I give permission for my child to use the Internet and digital technologies at Frankston Heights Primary School.

Name \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

### **STUDENT AGREEMENT**

I understand that using digital technologies at school is a privilege. I agree to use technology safely, respectfully and responsibly, and to follow teacher instructions and school rules.

I understand that if I do not follow these expectations, I may lose my right to use digital technologies and/or access the Internet at school for an allocated period of time.

Name \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

# Frankston Heights Primary School Student Expectations When Using Digital Technologies



## At FHPS, we protect personal information and stay safe online by:

### Be safe



- keeping passwords private and secure and not accessing a digital tool with someone else's information
- logging out of devices when not in use
- limiting the personal information we share online, including images and videos
- understanding that online activity can leave a digital footprint.

### Be respectful



## At FHPS, we communicate respectfully and responsibly by:

- using respectful language and behaviour online
- not engaging in bullying, harassment or inappropriate communication
- considering how our words and actions affect others
- seeking permission before taking or sharing photos, videos or information online
- following teacher instructions and school guidelines at all times.

### Be responsible



## At FHPS, we use technology responsibly and follow school rules by:

- handling devices and equipment with care
- using only school/Department approved programs, platforms and websites
- not interfering with school systems, devices or the work of others
- not downloading or using inappropriate software, including games
- acknowledging sources of information and not cheating or plagiarising
- complying with the FHPS Mobile Phone Policy during school hours, including turning off and securely storing mobile phones at the school office during school hours
- maintaining a healthy balance between screen-based and offline learning.

### Ask for help



## At FHPS, we seek help and report concerns by speaking to a teacher or trusted adult if:

- we feel unsafe, uncomfortable or upset by online content or interactions
- we see others engaging in unsafe, inappropriate or hurtful online behaviour
- we notice damage, misuse or security issues with school technologies
- we need help understanding how to use a digital tool safely or appropriately.

## SUPPORT FOR STUDENTS:

The e-safety commissioner's [eSafety kids](#) page has helpful information to help you stay safe online.