



PAPAMOA  
COLLEGE

## Digital Citizen User Agreement

I have read my Digital Citizen Policy and User Agreement, and I know what the school rules are about the use of computers, the Internet and other communication technologies. I know that if I break these rules there may be serious consequences.

- My parents/caregivers may be told.
- I may lose the right to use school computers and the Internet.
- The school may also take disciplinary action against me.

## Parents/Caregivers

I have read the School Digital Citizen Policy and User Agreement and understand that my child may not use ICT equipment, bring their own device or access the Internet at school without this User Agreement being signed and returned to school. I also understand there may be serious consequences if the rules are broken. I have gone over the information with my child and explained its importance. I understand that if my child damages school equipment, this could result in me receiving a bill for the cost of replacement parts or repairs.

I understand that while the school will do its best to restrict student access to offensive, dangerous or illegal material on the Internet or other communication technologies, it is the responsibility of my child to have no involvement in such material or activities. I understand that this agreement also applies to communication technologies my child brings into the school environment.

## Bringing your own device to school

Responsibility to keep the device secure rests with the individual owner. Limited secure storage is available for students who bring their own lock. Papamoa College, Board, staff or employees, are not liable for any device stolen or damaged on campus. If a device is stolen or damaged, the College will handle it in a similar manner to other personal artifacts.

I give permission for my child to bring their own device to school and be given access at school to computers, the Internet and other communication technologies for the length of their enrolment at Papamoa College.

# Digital Citizen Policy and User Agreement

**Read this sheet carefully. A copy of this agreement can be found on the wall of all classrooms. You can refer to that copy at any stage, that way you will not forget what it says.**

## Acceptable Use Agreement

This Acceptable Use Agreement has six conditions or parts to being a Digital Citizen.

### **1. Respect Yourself.**

I will show respect for myself through my actions. I will select online names that are appropriate, I will consider the information and images that I post online. I will not post personal information about my life, experiences, experimentation or relationships. I will not be obscene.

### **2. Protect Yourself.**

I will ensure that the information I post online will not put me at risk. I will not publish my personal details, contact details or a schedule of my activities. I will report any cyber attacks or inappropriate behaviour directed at me. I will protect passwords, accounts and resources.

### **3. Respect Others.**

I will show respect to others. I will not use electronic mediums to flame, bully, harass or stalk other people. I will show respect for other people in my choice of websites, I will not visit sites that are degrading, pornographic, racist or inappropriate. I will not abuse my rights of access and I will not enter other people's private spaces or areas.

### **4. Protect Others.**

I will protect others by reporting abuse, not forwarding inappropriate materials or communications; and not visiting sites that are degrading, pornographic, racist or inappropriate.

### **5. Respect Intellectual property.**

If necessary, I will request permission from the copyright owner, to use resources. I will suitably cite any and all use of websites, books, media etc. I will use and abide by the fair use rules.

### **6. Protect Intellectual Property.**

I will request to use the software and media others produce. I will use free and open source alternatives rather than pirating software. I will purchase, license and register all software. I will purchase my music and other media, and refrain from distributing these in a manner that violates their licenses. I will act with integrity.

By accepting this agreement, I undertake to always act in a manner that is respectful to myself and others, to act appropriately in a moral and ethical manner. I agree to follow the principles of digital citizenship outlined in this agreement and accept that failing to follow this acceptable use agreement will have consequences.