



WILLIAMSTOWN PRIMARY SCHOOL

DIGITAL CITIZENSHIP AGREEMENT

Primary Years 3 - 7



1. I will be respectful when using technology to communicate with and about members of the school community whether in or outside of school.
2. I will treat all technology equipment with care and be responsible while using it.
3. If I don't know how to use any part of the computer equipment, I will ask for help.
4. I will keep my password private (even from my best friends) and I will respect other people's passwords. I realize that I am required to share my password with my teachers.
5. I will not open, delete, move or modify other people's files without their permission, or write in their files or spaces.
6. I will use the computer for appropriate learning activities:
 - a. I understand that I am allowed to search the Internet using school databases, and I will use other search engines only with the permission of a teacher.
 - b. I will only stream video, download files, listen to music, or use video chat for learning purposes, with teacher permission.
 - c. I will only play educational games that are made available through the school website.
 - d. I will only view, send or display **appropriate** messages or pictures.
 - e. I will talk to my teachers or parents if I feel uncomfortable with information I find in the computer.
 - f. I will not share personal information about myself or anyone else on the Internet. This includes last name, address, phone number, photograph, family information etc.
7. I will print only when I have permission to do so.
8. I will name the source of the images or text I use in my projects and will respect copyright laws.
9. I will communicate with my parents about how I use technology.
10. I understand that if I don't follow any part of this policy, my technology privileges may be restricted and I may face further consequences as decided by my teacher or the school leadership.