



HAWKER SCHOOL

Hawker School's Acceptable use of ICT

Dear Parents/Carers,

At Hawker we aim to create a safe environment where students become knowledgeable and discerning about material they discover and create when using ICT. We will assist students in determining which information is valuable and valid. They also need to be aware that there are rules relating to the appropriate use of the internet, Google Applications for Education and school devices. As a result, we have developed a Hawker School Acceptable use of ICT Code of Practice for Students. We would like all families to discuss this with their children and then have the student sign to show that they understand this agreement.

Please read and discuss the following Hawker School ICT Code of Practice with your child. Once you have read through and discussed this together, please have your child tick each box and sign to demonstrate they understand and agree to the Code of Practice. Please sign as parent/guardian before returning the Code of Practice to the school.

Parents and carers are encouraged to discuss and demonstrate safe and acceptable practices when children access the internet at home.

Yours sincerely,

Kim McCormack
A/g Principal
Hawker School



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Hawker School's Acceptable use of ICT Code of Practice for Students

This ICT Code of Practice has been developed for students at **Hawker School** when they are using their school account and school devices.

- I will use the school computers only with the permission of my teacher and for the purpose in which I have been instructed.
- I know I am responsible for anything that happens when my account is being used.
- I will use appropriate language when communicating with others.
- I will only use my school log on and all associated apps (Google classroom, Google Drive, Gmail etc) for **school related** activities.
- I know it is my responsibility to take care of any device I am using.
- I will tell my teacher if I find or receive information that I feel uncomfortable with or is inappropriate.
- I will not send, write, show or search for things that might upset others.
- I will not send photographs or publish the full names of others or myself to unknown people without permission.
- I know that the school and the ACT Education Directorate can view anything I send, receive or create with my school account.
- I understand that action may be taken if I do not follow this Code of Practice, which may include loss of access to the use of a device for a period of time determined by the school.

I declare that I have read and understood the Hawker School's Acceptable Use of ICT Code of Practice.

Student's Surname: _____ **Student's Given Name:** _____

2022 Class: _____ **Students Signature:** _____ **Date:** ____/____/____

Parent/Carer: _____ (Please print name)

Signature: _____ **Date:** ____/____/____

Once this form is signed by student and parent/carer please return to the school.