



## Whakatane High School

### Student Cybersafety Use Agreement Form

We want our students to be good Digital Citizens. This includes being able to:

- Research effectively
- Choose and use online and offline tools effectively and appropriately
- Understand digital rights, copyright and the law
- Manage their digital safety and online reputation (Cybersafety)

Families will receive a Cybersafety Use Agreement to sign at enrolment. It is not necessary to print this document.

Netsafe are a source of useful information for staying safe online. They have published a booklet through their website, in association with Facebook, Google, Yahoo, Twitter, Microsoft and Trade Me, about how to protect user's privacy.

**Download or print a copy today:** Staying Safe Online: Cybersafety tips from NZ's leading online companies (PDF) <http://www.netsafe.org.nz/wp-content/uploads/Staying-Safe-Online-NZ.pdf>.

#### To the student and the primary caregiver:

1. Please read this page carefully, to check you understand your responsibilities under this agreement
2. Sign the appropriate section on this form and return with your enrolment
3. Keep the blue booklet for future reference

#### We understand that Whakatane High School will:

- Keep the school cybersafe, by maintaining an effective cybersafety programme. This includes working to restrict access to inappropriate, harmful or illegal material on the Internet or school ICT equipment/devices at school or at school-related activities, and enforcing the cybersafety regulations and responsibilities detailed in the use agreements
- Keep a copy of this signed use agreement form on file
- Respond appropriately to any breaches of the use agreements
- Provide members of the school community with cybersafety education designed to complement and support the use agreement initiative
- Welcome enquiries from students or parents about cybersafety issues

#### Student responsibilities include:

- **I will read** this Student Cybersafety Use Agreement document carefully
- **I will follow** the cybersafety rules and instructions whenever I use the school's computer network, Internet access facilities, computers and other school ICT equipment/devices
- **I will adhere** to the age limit rules and appropriate behaviour expectations on all sites
- **I will also follow** the cybersafety rules whenever I am involved with BYOD and ICT devices/equipment on the school site or at any school-related activity, regardless of its location
- **I will avoid** any involvement with material or activities which could put at risk my own safety, or the privacy, safety or security of the school or other members of the school community
- **I will ask** permission from students, staff and anyone on the school grounds before using or posting photos or videos. I will comply with general cybersafety rules relating to the use of images if I am offsite.
- **I will take proper care** of computers and other school ICT equipment/devices. I know that if I have been involved in the damage, loss or theft of ICT equipment/devices, my family may have responsibility for the cost of repairs or replacement
- **I will ask** the relevant staff member if I am not sure about anything to do with this agreement

I have read and understand my responsibilities and agree to abide by this Cybersafety Use Agreement. I know that if I breach this use agreement there may be serious consequences.

*Please turn over for signing*

Name of student: \_\_\_\_\_ Year Level: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Primary Caregiver's responsibilities include:**

- **I will read** this Student Cybersafety Use Agreement document carefully and discuss it with my son/daughter so we both have a clear understanding of my son's/daughter's role in the school's work to maintain a cybersafe environment
- **I will ensure** this use agreement is understood and signed by my son/daughter and by me, and returned to the school
- **I will contact** the school if there is any aspect of this use agreement I would like to discuss

I have read this Cybersafety Use Agreement document and am aware of the school's initiatives to maintain a cybersafe-learning environment, including the responsibilities involved.

Name of Primary Caregiver: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_