

**EPSOM NORMAL PRIMARY SCHOOL**

**INFORMATION AND COMMUNICATIONS TECHNOLOGY  
STUDENT USER RULES**

**Information and Communications Technology (ICT) refers to the internet, the computer network and tools such as cameras, video cameras, scanners, telephones and mobile phones.**

1. Students will use school computers only when given permission to do so by an adult.
2. Students will only be able to access the internet if the Student User Agreement has been signed.
3. Students will use the internet only when given permission to do so by an adult, and an adult is present in the room.
4. When searching the internet, students will use bookmarked sites or teacher approved search terms and engines such as Google or Yahoo!.
5. Students will tell an adult immediately if they find any information on the internet that is inappropriate or makes them feel uncomfortable.
6. Students will not give out personal information such as their surname, address, phone number, or their parents' work address or phone number, while on the internet.
7. Students will never agree to meet up with someone they meet online without checking with their parents.
8. Students will never send a person their picture without first checking with their parents or teacher.
9. Students will take good care of all ICT equipment.
10. Students will not bring games or files from home to use on school computers without teacher permission.
11. Students will not load software on to the school network or in any way interfere with the system software or settings.
12. Students will respect the privacy of other network users and not access anyone else's files or folders.
13. Students will use ICT equipment only for approved educational activities.
14. Students will not do anything that hurts other people or is against the law.
15. Students are responsible for their own cell phones at school. It must be turned off during school hours.

**REFERENCE**      <http://www.netsafe.org.nz>

**I agree to abide by these rules. I understand that if I break any of these rules I may be banned from using school ICT equipment for an appropriate period of time.**

**Name of Child** \_\_\_\_\_ **Signed** \_\_\_\_\_

**Name of Parent or legal Guardian** \_\_\_\_\_

**Signed by Parent/Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

*Signed by parent or guardian on entry to school and by the student every year*