



Leschenault Catholic Primary School

Christianity Friendship Respect

ICT STAFF AGREEMENT

I agree to be a responsible user of the school technologies by following the rules below.

1. I will only use school technologies with the permission of a teacher.
2. When using the Internet, I will respect personal information by not passing on names, phone numbers, addresses or passwords.
3. I will act in a manner that supports our School Core Values.
4. I will share my new found ideas to help other people.
5. I will request assistance immediately if I have any trouble getting out of a difficult situation.
6. I will only access material suitable to my schoolwork.
7. I will only open email and attachments with teacher permission.
8. I will not send emails that are discriminatory, harass people or could offend or insult individuals or organisations.
9. I will take due care of computers, printers, scanners, televisions, digital cameras, data projectors, video cameras, CD and voice recorders, iPads and other technological tools.
10. I will correctly reference the source of any material used from the Internet and not copy the work of others and claim it as my own.
11. I will not download videos, music or games onto the school network.
12. I will use social media in an appropriate manner that reflects our School Core Values.