



School profile statement

At Reservoir High School we support the right of all members of the school community to access safe and inclusive learning environments, including digital and online spaces. This form outlines the School's roles and responsibilities in supporting safe digital learning, as well as the expected behaviours we have of our students when using digital or online spaces.

At our School we:

- Have a **Student Wellbeing and Engagement Policy, Behaviour Management Policy and Bullying Prevention Policy** that outlines our School's values and expected standards of student conduct, including consequences for breaching the standards. These Policies extend to online conduct;
- Have programs in place to educate our students to be safe and responsible users of digital technologies;
- Provide information about digital access issues such as online privacy, intellectual property and copyright;
- Supervise and support students using digital technologies in the classroom;
- Use clear protocols and procedures to protect students working in online spaces. This includes reviewing the safety and appropriateness of online tools and communities, removing offensive content at earliest opportunity, and other measures;
 - [Duty of Care and Supervision](#)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/prindutycare.aspx)
- Provide a filtered internet service to block inappropriate content. We acknowledge, however, that full protection from inappropriate content cannot be guaranteed
- Use online sites and digital tools that support students' learning;
- Address issues or incidents that have the potential to impact on the wellbeing of our students;
- Refer suspected illegal online acts to the relevant Law Enforcement authority for investigation;
- Support parents and care-givers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home. The following resources provide current information from both the Department of Education & Training and The Children's eSafety Commission:
 - [Bullystoppers Parent Interactive Learning Modules](#)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
 - [iParent | Office of the Children's eSafety Commissioner](#)
(<https://www.esafety.gov.au/education-resources/iparent>)

Student declaration

When I use digital technologies and the internet I agree to be a safe, responsible and ethical user at all times by:

- Respecting others and communicating with them in a supportive manner
- Never participating in online bullying (e.g. forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviours)
- Protecting my privacy by not giving out personal details, including my full name, telephone number, address, passwords and images
- Protecting the privacy of others by never posting or forwarding their personal details or images without their consent;
- Talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behavior
- Thinking carefully about the content I upload or post online, knowing that this is a personal reflection of who I am and can influence what people think of me
- Reviewing the terms and conditions of use for any digital or online tool (e.g. age restrictions, parental consent requirements), and if my understanding is unclear seeking further explanation from a trusted adult
- Meeting the stated terms and conditions for any digital or online tool, and completing the required registration processes
- Handling ICT devices with care and notifying a teacher of any damage or attention required
- Abiding by copyright and intellectual property regulations by requesting permission to use images, text, audio and video, and attributing references appropriately
- Not accessing media that falls outside the School's policies
- Not downloading unauthorised programs, including games
- Not interfering with network systems and security or the data of another user
- Nor attempting to log into the network with a user name or password of another student
- Only taking and sharing photographs or sound or video recordings when others are aware the recording is taking place and have provided their formal consent as part of an approved lesson

Signature

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement.

I understand that there are actions and consequences established within the school's Student Wellbeing and Engagement Policy, Behaviour Management Policy and Bullying Prevention Policy if I do not behave appropriately.

Student name: _____

Student signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____

BYOD Program Acceptable Use Agreement

Rationale

Reservoir High School supports the belief that through Information and Communication Technologies we equip students to participate in a rapidly changing world where work and leisure activities are increasingly transformed by technology. We enable students to find, explore, analyse, exchange and present information. We also focus on developing the skills necessary for students to be able to create and use information in a discriminating, effective and creative manner.

Our BYOD program is for our Year 11 and 12 students where they have signed the ICT AUA's and have a personal device.

This document forms an addendum to the existing ICT Acceptable Use Agreement (AUA) which will be signed by all students from Years 7 - 12. This agreement is for the duration of the BYOD Program.

BYOD General Use

- The device is supplied by and for the predominate use by the student. They are responsible for all information and content on the device which needs to fit within the AUA guidelines for ICT and the 1-1 program.
- The student's device should come to school each day with sufficient charge for the day's activities. Charging will not be an option at school.
- The BYOD must not be left sitting on the ground, on a chair or left outdoors at any time. They should be left on tables or stored in protective bags when not in use.
- They will not be taken outside without the direct permission of a teacher during class time, recess or lunchtime.
- Teaching staff have the right to look at any application or file on the device at any time.
- The school recommends that when using the BOYD at home it is in use in a family or common area

Responsibility for the BYOD

It is the student's responsibility to ensure that the BYOD is looked after. Like all personal items bought to school the school has no liability for damage or loss of any personal items bought to school.

As this program is new to Reservoir High School we look forward to shaping the program as we grow and learn together.

Signature

I understand and agree to comply with the terms of BYOD acceptable use and expected standards of behaviour set out within this agreement.

I understand that there are actions and consequences established within the school's Student Wellbeing and Engagement Policy, Behaviour Management Policy and Bullying Prevention Policy if I do not behave appropriately.

Student name: _____

Student signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____