



# Billanook Primary School

No 5193

"BELIEVE IN YOURSELF"

P.O. Box 302  
Sheffield Road  
Montrose, 3765  
Telephone: 9728 2624  
9728 2395  
Facsimile: 9728 1082

## STUDENT CODE OF PRACTICE PREP-6

### Parent/Guardian Agreement

I agree to allow my child to access the Internet/School Intranet/Email within areas that have been screened by appropriate filters or available through Department of Education, Employment and Training's web site or selected caches.

I understand that email correspondence will be monitored by staff and agree to ensure acceptable use.

I expect that supervision will always be available when my child is using the Internet/School Intranet/Email.

I have explained to my child that they should click on the 'Home' button and inform the teacher if they encounter bad language or other unsuitable material on the Internet/School Intranet/Email that makes them feel uncomfortable at anytime.

My child is aware that they should never give out personal information, including their phone number, last name or home address when using the Internet/School Intranet/Email.

I give my permission for \_\_\_\_\_ to use the Internet/School Intranet/Email for their entire schooling at Billanook Primary School for educational purposes in accordance with the Student Agreement below. I understand the school will provide supervision and that steps have been taken to eliminate the risk of exposure to unsuitable material.

Parent/Guardian Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### Student Agreement

I agree to use the Internet/School Intranet/Email for my entire time at Billanook Primary School in a responsible manner, but if I find myself in unsuitable locations I will immediately click on the 'Home' button or turn off the monitor and inform the teacher.

When using the Internet/School Intranet/Email at Billanook Primary School:

- I will only work on the Internet for purposes specified by my teacher.
- I will not give out any personal information such as surnames, addresses, telephone numbers, and parents work addresses/telephone numbers.
- I will never send a person my picture without first checking with my teacher.
- I will always obtain my teacher's permission before sending an email.
- I will compose email messages using only language and images I understand are acceptable in my school.
- I will not respond to any messages that are unsolicited, unpleasant or that make me feel uncomfortable in any way and I will inform my teacher if I get one.
- I will not use material from other internet sites unless I have permission from the person who created the material. If I am unsure I will check with my teacher.
- I will not use the Internet/School Intranet/Email to frighten, annoy or offend another person.
- I will follow school guidelines and procedures when preparing materials for publication on the internet or printing.

I am aware that my computer usage and emails may be monitored at any time and understand that breaches of the rules will see me disciplined according to Billanook Primary School's Discipline Policy. This will include the loss of my Internet/School Intranet/Email access rights for a period of time determined by the school.

Student Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_