Pegasus Bay

Te Kura o Manga Kawari

CYBER SAFETY INFORMATION AND AGREEMENT

Please read this booklet carefully

CYBER SAFETY USER AGREEMENT

1. **Parents please read.**
2. **Share and discuss with your child.**
3. **Enrolment at our kura is conditional on parents reading this document and sharing and discussing the contents with their child(ren).**
   i. Information and communication technologies bring great benefits to the teaching and learning at Pegasus Bay School. They allow children to communicate with others beyond our physical boundaries, connect globally, experience the world virtually and help us celebrate our learning and discoveries. Effective use of ICT has significant priority in implementing 21st Century Teaching and Learning practices.
   ii. The principle underpinning this Agreement is to ensure that the necessary procedures are in place for students to access the internet and use various ICT safely. The measures taken are to ensure the safe and successful use of ICT at all times.

School Responsibilities

- This Cyber Safety User Agreements is available for review on our website for all users to access
- Use Apple Classroom filtering internet management and software
- Provide Information and Communication Technology policies and guidelines via our policies in SchoolDocs
- Deliver an Internet safety programme to students
- Monitor the usage of internet and ICT

Parent Agreement

- I will read this Cyber Safety User Agreement
- I will discuss the information with my child and explain why it is important
- I understand that it is a condition of enrolment that my child(ren) and I agree to comply with this Cyber Safety User Agreement
- I will support the school's cyber safety programme by encouraging my child to follow the cyber safety rules and to always ask the teacher if they are unsure about any use of ICT
- I will contact the school leadership team to discuss any questions I might have about cyber safety and this agreement

Student Agreement

As a responsible user of ICT I will help keep myself and others safe by following these rules.

1. I will not use school ICT equipment unless my teachers directs me to use it.
2. I understand that I can only use the school's ICT equipment for my learning.
3. If I am unsure whether I am allowed to do something involving ICT I will ask the teacher for permission first.
4. I will not allow anyone else to use my username or account. I will let the teacher know if I become aware of someone else accessing ICT in my name.
5. I will not attempt to change my password.
6. I understand that I must not, at any time, use any ICT equipment to be mean, rude, offensive, bully, harass or in any way harm anyone else, even if it is only meant as a joke. Activity at home against pupils may be deemed a "school" offence.
7. I will not attempt to search for things online I know are not acceptable at our school. This includes anything that is rude, violent or uses offensive language.
8. I will not make any attempt to get around or bypass security and filtering that is in place. I understand that this includes leaving my search history available and not switching to private mode.
9. If I find anything mean or rude, or things I know are offensive at our school on any ICT device. I will:
   - Not show others
   - Turn the screen off
   - Get a teacher straight away
10. I understand that I must not download or copy any files such as music, videos, games or programmes without the permission of a teacher. This is to ensure we are following copyright laws and that all applications are used only for learning.
11. I will not connect any device (such as a USB drive, camera, phone) to school ICT or run any software without a teacher's permission. This includes all wireless technology.
12. I will ask my teacher's permission before giving out any personal information online.
13. I will respect all of the school's ICT equipment/devices and will treat all these with care. This includes:
    - Handling devices with care, walking when carrying a device, not eating or drinking near a device and storing it in a safe place.
    - Not intentionally disrupting the smooth running of any school ICT system.
    - Not attempting to hack or gain unauthorised access to any system.
    - Following all Pegasus Bay School's cyber safety rules and not joining in if other students choose to be irresponsible with ICT.
    - Reporting and breakages / damage to a staff member.
14. I understand that if I break these rules, the school may need to inform my parents. In serious cases the school make take disciplinary action against me. I also understand that

my family may be charged for repair for damage caused by my failure to follow the rules.

15. I understand that this agreement remains active as long as I am enrolled at Pegasus Bay School.

Additional information:

Check the NetSafe website www.netsafe.orgnz

Be aware of the ages that children can legally have the following gaccounts:

Facebook	13
Instagram	13
Snapchat	13
Tumblr	13
Twitter	no age restriction
Kik	13 (under 18 requires parental consent)

Please be aware that on enrolment you and your child have committed to reading, discussing and agreeing to comply with all of the information in this document.

Cyber Safety User Agreement

1. Read this page carefully to ensure you understand your responsibilities in this agreement
2. Discuss the contents of the previous pages with your child so you are all aware of your obligations
3. Remember, that compliance with our Cyber Safety User Agreement is a condition of enrolment at Pegasus Bay School
4. Keep this document for further reference of the guidelines and expectations of you, your child and the school

I understand that Pegasus Bay School will:

- Do it's very best to ensure the safe use of ICT, including restricting access to inappropriate, illegal or harmful material on the internet or school equipment/devices
- Work with students and families to encourage and develop an understanding of the importance of cyber safety, providing students with strategies to keep themselves safe on the internet
- Respond to any breaches in an appropriate manner
- Welcome enquiries from parents about any aspect of digital learning including cyber safety

I understand it is a condition of enrolment that I will:

- Read all the information in this booklet and discuss it with my child
- Ensure that my child understands the information and the need for cyber safety at school
- Support the school in its attempts to keep my child safe on the Internet
- Contact the Principal if I have any knowledge of breaches of cyber safety, including cyber bullying
- Contact the teachers or Principal if I have any questions about digital learning or cyber safety

Pegasus Bay

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Inspiring and challenging adventurers, creators and thinkers.

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