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Principal - Leigh Crang

27 October 2004

Dear Parents and Guardians,

As you are aware we use computers on a daily basis at Aspendale Gardens. We encourage students to utilise the internet through a wide variety of activities throughout our curriculum. We have been pleased with the responsible behaviour students have used while using the internet and to make sure these positive behaviours continue we have written an internet/email code of practice that students need to read and sign.

You will also find on the agreement a statement relating to consent for your child's photo to be used for purposes associated with Aspendale Gardens and the Mordialloc Cluster. We are currently updating our website and we will be highlighting events at our school through photos. We are also involved in the Mordialloc Cluster and that website will be launched during Term 4.

Please read and sign the internet/email code of practice with your child. Also read and sign the parent agreement and return to school as soon as possible.

If you have any questions or concerns please see your child's classroom teacher or Barbara Hallinan.

Thank you,

Aspendale Gardens eLearning Team



ACCEPTABLE USE OF THE INTERNET AND EMAIL AT OUR SCHOOL STUDENTS IN LEVEL 3 AND 4

As you are aware we use computers on a daily basis at Aspendale Gardens. We encourage students to utilise the internet through a wide variety of activities throughout our curriculum. We have been pleased with the responsible behaviour students have displayed while using the internet and to make sure these positive behaviours continue we have written an internet and email acceptable use agreement. We request all students and parents read and sign. If you agree, we will hold this form and act upon it while your child is enrolled at our school.

Please return to school as soon as possible.

Student Agreement

I agree to use the Internet and email at Aspendale Gardens Primary School in a responsible manner for purposes stated by my teacher. I can expect that adequate supervision will be available when I am using the Internet.

- If I find myself in unsuitable locations I will immediately click on the home or back button and inform my teacher.
- If I receive email that makes me feel uncomfortable I will immediately inform my teacher.
- I will not give out personal information such as my surname, address and phone number or that of my parents.
- I will not publish a picture or send a picture of myself without first checking with my teacher.
- I will always have my teacher's permission before publishing web pages and sending email.
- When publishing web pages and composing email messages I will only use language I understand is acceptable in my school.
- I will not publish to the Internet using material from other web sites unless I have permission from the person who created the material.

I understand that breaches of the rules will see me lose my Internet/email access rights for a period of time determined by my teacher and the Internet/Email committee.

Student Name _____

Student Signature _____ **Date** ___ / ___ / _____

Parent/Guardian Agreement:

- I agree to my child using the Internet at school for educational purposes in accordance with the Student Agreement above.
- I understand the school will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.
- I consent to my child corresponding with others, using email through the school's Internet access.

Parent/Guardian Name _____

Parent/Guardian Signature _____ **Date** ___ / ___ / _____