

# ICT Rules (Years 3-6)

## St Augustine School

ST AUGUSTINE SCHOOL  
RIVERVALE



1. I will follow all teacher directions including when to use the device.
2. I will only access information related to the learning task.
3. I will have my own device charged at the start of every school day and I will leave my power cord at home.
4. I will not touch another person's Chromebook without their permission.
5. The Chromebook is an educational tool, I will not play games on it in class.
6. My passwords are private and will not be shared with anyone.
7. I will always make sure that I log out of anything I am logged into especially on shared devices.
8. I will remember to put my Chromebook in my bag at the end of each day.
9. I will always transport and store my device in a safe and secure way.
10. If I am required to have an app or an extension for class, I will make sure that I download this before the start of the lesson.
11. I will not play with or touch my Chromebook when I am supposed to be listening to the educator or another student.
12. I will close my Chromebook when it is not being used.
13. I will not record or photograph another person without instruction from my educator.
14. I will seek my educator's permission before sending any form of electronic message in class.
15. I will not take any Chromebook or iPad out to recess/lunch.
16. I will not take over the TV/Display without permission from my educator.
17. I will not upload, broadcast, transfer photos, videos or recordings from school unless I am asked by an educator.
18. I will not purposely access any form of inappropriate material. If I accidentally do, I will immediately click back or turn off my computer before telling the educator as soon as possible.
19. If I encounter any problems I will tell an educator as soon as possible.
20. If my behavior is not appropriate, educators may remove the device I am using until the end of the lesson. For more serious breaches, my device will be held longer.
21. I will always comply with the acceptable use guidelines as set out in the 'ICT Acceptable Use Guidelines'.

# ICT Rules (Years K-2)

## St Augustine School



1. I will follow all educator directions including when to use ICT devices.
2. I will only access information related to the learning task.
3. I will only use the app or program the educator has told me to use.
4. I will not touch the device someone else is using without his or her permission or the permission of the educator.
5. My passwords are private and will not be shared with anyone.
6. If I find anything on the Internet that makes me feel bad or uncomfortable, I will click back or turn off the computer. I will then tell my educator as soon as possible.
7. I will always make sure that I log out of anything I am logged into.
8. I will always help people, by giving instructions and not doing it for them, if they don't know how to do something.
9. I will not record or photograph anybody else unless my educator approves.
10. I will not take over the TV or Display without permission from my educator.
11. I will not use or upload onto the Internet any photos or videos from school without being told by my educator.
12. I will treat all the devices with care and will make sure I am using it in a thoughtful and careful way.