



Newport Public School

Stuart Street, Newport, 2106
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Purchase Your Own Device through School (PODS) Procedures and Acceptable Use Agreement

PODS at Newport School

Digital technology is a tool which enables education to be more engaging, personalized and flexible. At Newport Public School we aim to develop self-directed learners who are innovative and confident users of technology. The PODS Project forms part of our vision to have Information and Communication Technology (ICT) easily accessible to all students.

Note: Please read this agreement with your child/children and both sign it.

Parents/carers to return the signed section of the PODS Procedures and Acceptable Use Agreement to the school office to collect their PODS purchase.

Responsibility

1. Newport Public School accepts no responsibility for loss of or damage to, or for maintenance or repair required for a student's own device.
2. Should damage or loss occur to a PODS device as a result of another student's actions, the parents/guardians of the students involved will be contacted immediately. The Principal and the classroom teacher retain the right to handle these matters on an individual basis and in direct consultation with the families involved.
3. The PODS purchaser has read and understood the limitations of the manufacturer's warranty on the device, both in duration and coverage.
4. The PODS purchaser will read the Newport PS PODS Introduction document which accompanies the purchased Chromebook.
5. Whilst at school, all students' Internet access will be filtered. It is important that parents/guardians know that when using a PODS device at home, Internet usage is not filtered unless parents have filtering in place.
6. All PODS users follow the school's PODS Procedures and Acceptable Use Agreement.
7. All PODS users report any behaviour that is not in line with the school's PODS Procedures and Acceptable Use Agreement to their teacher.
8. All PODS users follow the Newport School Online Communication Agreement for Students.

Usage

1. PODS device clearly labelled by parents/carers with the student's name and class on the exterior of the Chromebook.
2. All PODS users bring their device to school fully charged (unless arrangements have been made with the school).
3. All PODS users store their device appropriately in a designated area within their classroom (directed by their teacher) when the devices are not in use.
4. PODS devices are not to be stored in school bags during the day or taken out of the classroom during lunch breaks.
5. All PODS users take their PODS devices home at the end of each day unless arrangements have been made with the class teacher.

Inappropriate Student Use of the PODS Device

1. Any action that violates Newport School's PODS Procedures and Acceptable Use Agreement or Newport School's Online Communication Agreement or public law.
2. Not using Newport Public School's web filter to access restricted Internet sites at school.
3. Use of messaging services and social media within school time.
4. Illegal installation or transmission of copyrighted materials.
5. Accessing and using Internet/app-based games within class time that are not deemed educational by the teacher.
6. Recording of conversations.
7. Giving out personal information over the Internet.
8. Gaining access to another students' accounts, files and/or data.
9. Participating in any form of bullying including, (and not limited to) texting, emailing, posting and accessing other students' devices.
10. Sending, accessing, uploading, downloading, or distributing offensive, threatening, unkind or illegal materials.
11. Vandalism of personal, other students' or the school's range of technology.

Consequences if it is Suspected that a Violation of Newport School's Expectations has Occurred

1. Students and parents are to be aware that all digital devices are subject to search by appropriate staff if the device is suspected of a violation of the school expectations. If the device is locked or password protected the student will be required to unlock the device.
2. Any PODS device that is used inappropriately, as outlined in the Newport Public School PODS Procedures and Acceptable Use Agreement, will be confiscated and stored securely by the school until arrangements are made for its return.
3. Students using any PODS device inappropriately, as outlined, will be managed according to the Newport Public School Student Wellbeing and Discipline Policy.

Please retain this section of the PODS Procedures and Acceptable Use Agreement for your records.

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Student Section

Student Name: _____ **Class:** _____

I have read/discussed the Newport Public School PODS Procedures and Acceptable Use Agreement. I agree to follow all expectations in the guidelines.

I understand that failure to follow this PODS Procedures and Acceptable User Agreement may result in my use of the internet and my ICT privileges at school being removed.

Student Signature: _____ **Date:** _____

Parent/Carer Section

I have read and discussed the Newport Public School's PODS Procedures and Acceptable Use Agreement with my child and understand what is required in regards to acceptable use of technology.

I understand and acknowledge that children are responsible for their own device.

I understand that failure to follow the PODS Procedures and Acceptable Use Agreement may result in my child forfeiting his/her privilege to use the internet and ICT at Newport Public School.

If my child has a PODS device I understand that I am fully responsible for loss or damage to, or for maintenance or repair required to a student's own device through any act or omission resulting from the negligence or otherwise of the school, a member of the school staff or of another student.

Parent/Carer Name: _____

Parent/Carer Signature: _____ **Date:** _____

Office: Chromebook provided to purchaser _____ **Signature** _____