Can you please read this, sign both pages, complete all the online permissions and return the form to the School Office for updating our records.

Our values in our use of digital devices.

I am a confident and capable user of ICT.
- I know what I can and can't do and ask for help when I need it.
- I keep my password safe
- I keep focused on the computer and don't get distracted by chats and other games or websites

I understand I can use ICT for learning and other activities.
- I am honest and use devices only for school activities
- I am honest and use only the games and websites the teacher has allowed
- I use devices where the teacher can easily see my screen
- I do not change the settings on the chromebooks

I will think carefully about whether the information I see online is true.
- I understand some sites are more reliable than others
- I fact check
- I think carefully before sharing information with others

I will seek to understand others and solve problems
- I always speak respectfully to others- including online
- I try to understand what others are saying before I react to them
- If others are unkind I seek help from a teacher or adult without replying
- If I go to an inappropriate or unexpected website, I close my computer lid and go tell an adult immediately
- I NEVER touch a device someone else is using

I will always use ICT to communicate with others in a positive, meaningful way
- I understand that whatever I post online will be there forever and I respect people's privacy- names, photos of them, personal and private details
- I understand that saying hurtful things online hurts real people
- I understand people have different opinions and ideas to me and I must be my best self even when I don't agree with them
- If my friend is having problems online I help them
- I speak up if someone is being treated unfairly or unkindly

I understand that digital technologies are always changing and we can all learn from and help each other
- I will help others use devices and I will ask for help from people around me

I understand that I need to look after all devices
- I walk when going to get a device
- I carry a maximum of 2 devices at a time
- I carry devices with two hands
- I always put devices on a table when I am not using them
- I sign out when I have finished
- I put the device away and plug it in so the next person will have a charged device

I have read and understood our values for the use of digital devices at Silverdale Normal School and have communicated these with my child.

Child's Name _____   Room No. _____

Signed: _____ (parent/caregiver)

Date: _____

Online Permissions.

I authorise Silverdale Normal School to:

- Publish photographs of the student on our school website, newsletter, facebook page   yes / no
- Publish any work that he/she may create at school on our school website, newsletter, facebook page   yes / no
- Use student's image for curriculum or Faculty of Education purposes (not public domain)   yes / no

Seesaw Online Portfolios

At Silverdale Normal School each student has an online portfolio using a provider called Seesaw.
The portfolio is used as a communication tool between parents and the classroom teacher, shows snapshots of what is happening in the classroom and, alongside learner conferences, is the main way the school shares progress and reporting posts with parents and caregivers. It is also a learning tool that supports children to collaborate, publish and reflect during their learning process. There are two areas in Seesaw - the class journal and personal portfolios.

Personal portfolios
Seesaw posts that are assigned to your child's portfolio, such as report posts, are only able to be viewed by the child, the parent or caregiver who has signed up to that child and staff at Silverdale Normal School.

Class Journal posts:
Class journal posts are shared with more than one child and are able to be viewed by other students and parents in the class as well.

I authorise Silverdale Normal School to:

* Let my child participate in collaborative **work** that may be published on the class journal in Seesaw   yes / no

* Publish any **work** that he/she may create at school   yes / no

* Publish **photos** that include my child in the class journal   yes / no

* Give my child permission to collaborate with other students on work that may include **photos or videos** of my child - and that will also be published on the other child's portfolio   yes / no

Signed: _____ (parent/caregiver)

Date: _____

Access to Internet at Home

* We **do not use** the internet and will need copies of my child's Seesaw reporting posts sent home   yes / no