

**2022 Electronic Learning Equipment  
Responsible Use Agreement**

**NOTE:** Electronic learning equipment refers to any computer/digital technology which may be used at Ōtūmoetai Intermediate School (eg computers, printers, mobile devices, etc)

I understand that I will be able to use electronic learning equipment as part of my education at Ōtūmoetai Intermediate School.

I understand that the right to use this equipment is dependent on my using it responsibly. I understand that I may be required to pay for the replacement of any school-owned equipment which is damaged deliberately by me.

I understand that Ōtūmoetai Intermediate School has the right to Load Meraki software or Hapara software on to each student's device to enable the device to access the school network and monitor the activity on the device during school hours.

I understand that Ōtūmoetai Intermediate School may monitor my computer activity or the content of my documents or emails at any time.

I agree to use all electronic equipment responsibly. This means that:

- I will not harm or modify/change any electronic learning equipment owned by the school.
- I will show respect for others when using any electronic learning equipment.
- I will not photograph, video or post online another person(s) image(s) without their consent.
- I know that hacking other students' accounts is unacceptable. Bullying, threatening and deliberately spreading false information through the use of electronic equipment is also unacceptable.
- I will not access or attempt to access blocked sites. If I accidentally access an inappropriate site I will close it immediately and inform a teacher.
- I will not use any equipment to illegally download material or do anything that breaks copyright laws.
- I will not load my own software onto Ōtūmoetai Intermediate School equipment.
- I will look after my private information and be especially careful about what private information I choose to share with other students at school and also online.
- If I know that another student is misusing a digital device in any way or that a student is being cyberbullied, I will tell a teacher or Deputy Principal.

**PARENT/STUDENT AGREEMENT**

Student Name: ..... (Please PRINT clearly)

Student's Signature: ..... Date: ...../...../.....

Parent's Signature: ..... Date: ...../...../.....