Cessnock Public School

Acceptable Usage Agreement: Internet and Email

Student’s Name: ________________________

The computers, networks and services in our school are provided for me to use to help with my work in class.

I have completed lessons explaining how I will use these services and in a proper manner and understand that I must abide by the following when using my e-learning account from any computer.

- I will use the computer to learn about many things.
- I will only use the school’s computers with the permission of a teacher.
- I will follow all teacher instructions when using school computers.
- I will not let anybody else know my password.
- I know that I am responsible for all activity in my e-learning account.
- I know that Cessnock Public School and Department of Education & Communities can see anything I send or receive.
- I will tell my teacher if I think someone has interfered with my e-learning account.
- I will make sure that any email I send or work I wish to publish is polite and carefully written and presented.
- I will read only my own email.
- I will use only my first name when communicating with others or publishing work.
- I will never give out my own or others’ address or phone number.
- I will only use material from another site if I have permission to do so.
- If I use material from another site I will acknowledge its source.
- I will let my teacher know immediately if I find any information that makes me feel uncomfortable or is not appropriate.

I will not damage or disable the computers, computer systems or networks of Cessnock Public School, DEC or any other group.

I understand that if I do not follow any of the above I may lose the privilege of using my email account and/or computer time.

Student’s signature: _________________________________________________________

Parent/Caregiver signature: __________________________________________________

Date: __________________
Cessnock Public School
Permission Notes & Supervision

Child’s Name: __________________________________________

Dear Parent’s/Caregivers

To assist our school staff to meet the needs of your child and to comply with Department of Education and Communities regulations (DEC), we require the following permission notes to be completed and returned to school:

**Media permission**
**Scripture**
**Walking/sport excursion**
**Email/Internet permission**
**PG Movies**

**Scripture Groups**
Please indicate by ticking the appropriate box to indicate if you would like your child to attend scripture.

I give permission for my child to participate in Scripture:  Yes ☐  No ☐

**NOTE:** Students not attending lessons will be supervised while completing work

**Walking / sporting activities**

At times an opportunity arises where there is occasion for students to access different experiences in the local area. For example, visit to the library, Cessnock High School, Turner Park for Friday sport or local walks. On odd occasions due to poor weather the school may arrange for children to be transported by bus when prior permission had been given to walk.