### Laptop Acceptable User Agreement - 2025 Students who have access to laptops and the internet at Sunnybank State School are required to follow and adhere to the guidelines detailed below.

Student Declaration

When I use laptops and the internet, I agree to be a safe, responsible and ethical user at all times by:

* Handling ICT devices with care and taking all reasonable measures to protect the device against damage;
* Notifying a teacher of any damage or attention required to a device;
* Only using Apps, programs or the internet during lessons when directed by a teacher;
* Only using laptops during lessons when directed by a teacher;
* Turning off and putting away the laptop carefully at the end of each day or when requested by a teacher;
* Never disabling or changing settings applied to school devices;
* Respecting others and communicating with them in a supportive manner;
* Never participating in online bullying (harmful, inappropriate or hurtful online behaviours);
* Protecting my privacy by not giving out personal details;
* Protecting the privacy of others by never posting or forwarding their personal details or images without their consent;
* Only taking and sharing photographs or sound or video recordings when others have provided their explicit consent as part of an approved lesson;
* Talking to a teacher or a trusted adult if I personally feel uncomfortable or unsafe online, or if I see others participating in unsafe, inappropriate or hurtful online behavior;
* Not accessing media that falls outside the School’s policies;
* Not downloading unauthorised programs, including games;
* Not attempting to log into the network or online services with a username or password of another person.

Laptop Student Declaration

**Signature:**

I understand and agree to comply with the terms of acceptable use set out within this agreement when accessing laptops, digital technologies and the internet at school.

I understand that if I do not behave appropriately and misuse laptops, technology or the internet this may result in consequences including the loss of access to digital services.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Parent/Carer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_