WYNDHAM PARK PRIMARY SCHOOL

School Based Permissions

Student Name _____

Accident Consent Form

In the event of illness or injury to my child whilst at school, on an excursion, or travelling to or from school; I authorize the Principal or teacher-in-charge of my child, where the Principal or teacher-in-charge is unable to contact me, or it is otherwise impracticable to contact me to: (cross out any unacceptable statement)

- Consent to my child receiving such medical or surgical attention as may be deemed necessary by a medical practitioner,
- Administer such first aid as the Principal or staff member may judge to be reasonably necessary.

Signature of Parent/Guardian _____ Date _____

Print Name _____

Student Medical Details

I understand that

- It is my responsibility to inform the school of, and provide the school with any management plans for my child (e.g.: Asthma, Anaphylaxis, Allergy etc.)
- Where students require ongoing medications, parents/guardians/carers are responsible for providing accurate written information regarding dispensing of medication. All medication must be clearly labelled with the student's name and required dosage in the original packaging.
- If medication is to be administered by a staff member, a medical indemnity form must be filled in and signed by a parent/guardian/carer. You can get these forms from the school office.
- To ensure that all school records are current, it is my responsibility to inform and provide the school with medical detail updates in relation to my child.

Signature of Parent/Guardian _____ Date _____

WYNDHAM PARK PRIMARY SCHOOL

School Based Permissions

Walking Excursions

From time to time throughout the year, a staff member may wish to take a group and/or class out of the school for a local walking excursion (e.g.: class visits to the local library, wetlands, local park etc.) The children will walk to the venue under supervision.

- I give permission for my child to attend any local walking excursions throughout the year. In the event of an accident or illness to my child, I authorise the staff in charge of the excursion to consent, where it is impossible to communicate with me, to my child receiving such medical or surgical treatment as may be deemed necessary.

Signature of Parent/Guardian _____ Date _____

PG Rated Videos/DVDS

At certain times throughout the year the school will be showing videos or DVDs that have at PG rating:
I give permission for my child to watch PG videos or DVDs, if appropriate to the context of my child's learning

Signature of Parent/Guardian _____ Date _____

Bringing Personal Items to School

I understand that personal items and equipment (e.g.: family mementos, special toys, technology etc.) brought to school are not covered by any insurance and the School or Department of Education and Early Child Development (DEECD) will not pay for any loss or damage of such property. This also includes bikes, scooters and skateboards that need to be chained/secured in bike racks. NB: All helmets must be kept with school bags during school times.

Signature of Parent/Guardian _____ Date _____

Food Allergies / Restrictions

I understand that throughout the year my child may participate in the preparation or eating of food, e.g.: cooking, celebrating special events (i.e. birthdays) and learning about food and cultures.
It is your responsibility to inform the school if your child suffers from any allergies or religious restrictions.

Restricted Food	Reason for restriction E.g.: cultural/religious/allergy/intolerance

Signature of Parent/Guardian _____ Date _____

WYNDHAM PARK PRIMARY SCHOOL

Digital Technology

ACCEPTABLE USE AGREEMENT (AUA)

INFORMATION FOR PARENTS

Our commitment to the responsible use of digital technology
At Wyndham Park Primary School we are committed to building a culture of respect and responsibility. We show this in the way we use technology and interact online. We teach our students about responsible digital behaviours, including how to recognise and respond to online dangers and threats. We support students to develop the digital skills they need to make a positive impact in the world. We are intentional and discerning about our integration of digital tools into the curriculum, providing rich, interactive and personalised experiences, while ensuring a balance with offline learning opportunities.

What we do

	We set clear expectations • We have clear expectations about appropriate conduct using digital technologies. • Our **Mobile Phone Policy** outlines our school's expectations relating to students using mobile phones during school hours. • We have clear and appropriate consequences when students breach these expectations, in line with our **Student Wellbeing and Engagement Policy**.
	We teach appropriate conduct • We teach our students to be safe, intentional and responsible users of digital technologies, including age-appropriate instruction on important digital issues such as cybersafety and cyberbullying. We use the curriculum provided by the CyberSafety Project.
	We partner with families • We work with parents and carers to understand the digital technology-related issues they are facing at home. We support them with information and tools that help.
	We provide access to technology • We provide access to educational software for students to use. The software used by our students are Microsoft Word and Google Classrooms. • We create student email accounts which are non-identifiable.
	We supervise digital learning • We supervise students using digital technologies in the classroom, consistent with our duty of care using LAN School software. • We use clear protocols and procedures to protect students working in online spaces.
	We take appropriate steps to protect students • We provide a filtered internet service to block inappropriate content. Full protection from inappropriate content cannot be guaranteed, however, we have processes to report and act on inappropriate content. • We may access and monitor messages and files sent or saved our network, if necessary and appropriate.
	We appropriately manage and respond to online incidents • We work to prevent, respond, and learn from issues or incidents relating to the use of digital technology, including cybersecurity incidents, cyberbullying and risks to child safety. • We refer suspected illegal online acts to the police.

WYNDHAM PARK PRIMARY SCHOOL

How parents and carers can help

Learning about technology and its impacts doesn't stop at the school gate. Below are our suggestions for ways you can support your children to responsibly use digital technology.

	Establish clear routines
	• Talk to your child about expectations including when, where, and how digital devices can be used at home, ensuring these rules are age-appropriate and consistent. These can include:
	  ○ Requiring devices to be used in a common area, such as a living room or kitchen
	  ○ Setting up a specific area for charging devices overnight, away from bedrooms, to promote better sleep hygiene.
	• Be present when your child is using digital devices, especially for younger children who may not yet understand online risks.

	Restrict inappropriate content • Use built-in parental controls on devices and apps to help manage their device access and restrict inappropriate content, including apps and websites that are not suitable for their age group. • Consider restricting the use of non-educational apps and apps with addictive game mechanics (e.g. rewards, badges, limited exit options).
	Talk about online safety • Talk with your child about the importance of protecting personal information and recognising online scams. • Encourage your child to talk to you or another trusted adult if they feel unsafe online.
	Model responsible and balanced technology use • Encourage a healthy balance between screen time and offline activities, especially outdoor unstructured play and time with friends and family, face-to-face. * • Demonstrate responsible and balanced tech use in your own daily routine to set a good example for your child.
	Work with us • Let your child's teacher know about concerns you have regarding their technology use • Keep informed about what your child is learning at school, so you can help reinforce positive messages at home.

***Australia's physical activity and sedentary behaviour guidelines** include the following recommendations for children between 5-17 years-old regarding sedentary recreational screen time:

- no more than 2 hours of sedentary recreational screen time per day
- avoiding screen time 1 hour before sleep
- keeping screens out of the bedroom.

Source: Australia's physical activity and sedentary behaviour guidelines, https://www.health.gov.au/topics/physical-activity-and-exercise/physical-activity-and-exercise-guidelines-for-all-australians/for-children-and-young-people-5-to-17-years.

Support for parents and carers

To learn more about how to support the safe, intentional and responsible use of digital technologies at home, the eSafety Commissioner provides resources for parents, and outlines available counselling and support

WYNDHAM PARK PRIMARY SCHOOL

INFORMATION FOR STUDENTS

Below are our expectations of students at Wyndham Park Primary School when using digital technologies.

What we expect

Be safe

At Wyndham Park Primary School, we protect personal information and keep safe online.

We do this by:

- Not sharing our password or using someone else's username or password.
- Logging out of our devices when they are not in use.
- Restricting the personal information we post online, including images and videos.

Be respectful

At Wyndham Park Primary School, we are kind and show respect to others when using technology.

We do this by:

- Acting with kindness and never bullying others online.
- Thinking about how our words might make others feel before we say or write them.
- Only taking photos or recordings of others when they are aware and have given us permission to do so.
- Seeking permission before sharing others' information online.

Be responsible

At Wyndham Park Primary School, we are honest, handle technology with care and follow the school rules.

We do this by:

- Handling devices with care.
- Not interfering with devices, school systems, or other students' work.
- Not downloading or using inappropriate programs like games.
- Not using technology to cheat or steal, and always acknowledging when we use information sourced from others.
- Turning off and securely storing our mobile phone during school hours.
- Ensuring a healthy balance between screen time and offline activities at school.

Ask for help

At Wyndham Park Primary School, we ask for help if we feel unsure or see something inappropriate.

We do this by talking to a teacher or a trusted adult if:

- We feel uncomfortable or unsafe.
- We see others participating in unsafe, inappropriate, or hurtful online behaviour.
- We notice any damage to school technologies.
- We need help understanding about a digital tool or how it can be used.

Support for students:
The e-safety commissioner's eSafety kids page has helpful information to help you stay safe online.

WYNDHAM PARK PRIMARY SCHOOL

INSTRUCTIONS

- Students are encouraged to speak with their parents or teachers prior to signing this agreement if they don't understand what it means, or if they have questions they would like to discuss
- Complete the agreement, including parent/carer acknowledgement and return it by the due date

  Date due _____
- Completed agreements can be dropped at the front office or given to your classroom teacher

STUDENT AGREEMENT

Student Name _____

I understand and commit to uphold the expectations on me as a student at Wyndham Park Primary School when using digital technology.

I will do my best to:

- **be safe** *to protect personal information and keep safe online.*
- **be respectful** *and kind to others when using technology.*
- **be responsible** *by demonstrating honesty, handling technology with care and following the school rules.*
- **ask for help** *if I feel unsure or see something inappropriate.*

I will continue to learn about how to use digital technology in a safe and responsible way.

Student Signature _____ Date _____

PARENT/CARER ACKNOWLEDGEMENT

I acknowledge your commitment and will support you to safely use and learn about digital technologies.

Parent /Carer Name _____

Respectful, Safe & Responsible