

# Prep - Year 2 Online Services Consent Form - Peregian Springs State School

**Complete all RED sections**

## Privacy Notice

The Department of Education, through Peregian Springs State School, is collecting the personal information on this survey in order to obtain consent regarding the use of online services. This information and completed survey will be stored securely. Personal information collected during this survey may also be used by or disclosed to third parties by the Department where authorised or required by law. If you wish to access or correct any of the personal information disclosed, or discuss how it has been dealt with, please contact your student's school in the first instance.

This online services consent form is being completed for

**Student first name** \_\_\_\_\_

**Student last name** \_\_\_\_\_

The purpose of this form is to inform you about the third party online services used in our school and how student information, including personal information and works, may be recorded, used, disclosed, and published to the services (if you provide your consent for this to occur).

This digital Online Services Consent Form is a record of the consent provided.

**This consent form is to be completed by:**

- **Parent/carer or**
- **Student over 18 years**

## About the consent

### About the Consent

For each online service listed on subsequent pages, please indicate your choice to **give consent** or **not give consent** for the student information to be disclosed to the online service, in accordance with the approved purpose and time frame as outlined below.

### Student Information

- Student name (first name and/or last name)
- Sex/Gender
- Date of Birth, age, year of birth

**AND** the following school-based information (generally, non-identifying attributes\*):

- Student school username
- Student school email
- Student ID number
- School
- Year Group
- Class
- Teacher
- Country

\*In cases where registration and/or use requires a combination of school-based information (non-identifying) and personal information, or a combination of school-based information, the school-based information may become identifiable.

If an online service records, uses, discloses and/or publishes student works, parent information or additional student information (such as photographs of students), not listed above, it will be specified as part of the ***additional consent requirements***.

Examples may include:

- Student assessment
- Student projects, assignment, portfolios
- Student image, video, and/or audio recording
- Sensitive information (e.g., medical, well-being)
- Name and/or contact details (e.g. email, mobile phone number) of student's parent

### **Approved Purpose**

To record your consent for the recording, use, disclosure and publication of the information listed above, and any information or student works listed under the 'additional consent requirements', and to transfer this information and works within Australia and outside of Australia (in the case of offshore services) to the online service providers for the following purposes:

- For your child to register an account for the online services
- For your child to use the online services in accordance with each service's *terms of use* and *privacy policy* (including service provider use of the information in accordance with their *terms of use* and *privacy policy*)
- For the school to:
  - administer and plan for the provision of appropriate education, training and support services to students, and
  - manage school operations and communicate with parents and students.

### **Time frame**

The consent granted by this form is for the duration of the student's current phase of learning (i.e. Years P-3, 4-6, 7-9 and 10-12). Consent is obtained upon enrolment and renewed when students move into a new phase of learning (e.g. minimum every four years) however, there may be circumstances where our school issues a new consent form to seek additional consent e.g., in the event that new online services are identified for use.

## Online services for which consent is requested

### Oliver

**URL:** <https://www.softlinkint.com/product/oliver/>

**Data Hosting:** Data centres located in our region

- Secure data protection - compliance with ISO27001 standard and ISO27018 for cloud privacy
- General Data Protection Regulation (GDPR) (EU) 2016/679 compliance in EU Region
- Management and monitoring of Oliver system (outside of Australia)

**Purpose of use:** Library management System

**Privacy policy:** <https://www.softlinkint.com/data-protection-privacy-policy/>

- I give consent
- I do not give consent

### Reading Eggs

**URL:** <https://readingeggs.com.au>

**Data Hosting:** Offshore (outside of Australia)

**Purpose of use:** Reading Eggs is an early childhood online literacy and numeracy education program

**Terms of use:** <https://readingeggs.com.au/terms>

**Privacy policy:** <https://readingeggs.com.au/privacy/>

- I give consent
- I do not give consent

### Mathletics (3P Learning)

**URL:** <https://login.mathletics.com/>

**Data Hosting:** Offshore (outside of Australia)

Mathletics is a web based platform which encourages independent learning and the development of math skills through activities, games, and challenges. Teachers can review students' progress and set activities which are aligned to the Australian Curriculum.

**Terms of use:** <https://www.3plearning.com/terms/>

**Privacy policy:** <https://www.3plearning.com/privacy/>

- I give consent
- I do not give consent

**Mathseeds**

**URL:** <https://mathseeds.com.au>

**Data Hosting:** Offshore (outside of Australia)

Mathseeds is a web based platform which encourages independent learning and the development of math skills through activities, games, and challenges. Teachers can review students' progress and set activities which are aligned to the Australian Curriculum.

**Terms of**

**use:** [https://readingeggs.com.au/terms?\\_ga=2.166407102.1669631759.1606185924-1640230231.1606185924](https://readingeggs.com.au/terms?_ga=2.166407102.1669631759.1606185924-1640230231.1606185924)

**Privacy policy:** <https://mathseeds.com.au/privacy/>

- I give consent**
- I do not give consent**

**Vocabulary Spelling City**

**URL:** <https://www.spellingcity.com/>

**Data Hosting:** Offshore (outside of Australia) USA

**Purpose of use:** Vocabulary Spelling City provides lessons in spelling and vocabulary that includes word games with some audio components. Sample word lists for students includes sight words, sound-alike words, analogies, prefix/suffix words and mathematics/science/social science vocabulary

**Terms of use:** <https://www.spellingcity.com/terms-of-service.html>

**Privacy policy:** <https://www.spellingcity.com/privacy-policy.html>

- I give consent**
- I do not give consent**

**Epic! (GetEpic)**

**URL:** <https://www.getepic.com/educators>

**Data Hosting:** Offshore (outside of Australia) USA

**Purpose of use:** Online library of teacher created collections featuring eBooks, videos and quizzes. Teachers can track students' progress through the resources and activities.

**Terms of use:** <https://www.getepic.com/tos>

**Privacy policy:** <https://www.getepic.com/privacy-educators>

- I give consent**
- I do not give consent**

**Literacy Planet****URL:** <https://www.literacyplanet.com/au/>**Data Hosting:** Offshore (outside of Australia)**Purpose of use:** Online literacy application with assessment, diagnostic and reporting capabilities which allows teachers to assign curriculum-aligned interactive games and activities based on students' needs.**Terms of use:** <https://www.literacyplanet.com/au/about/privacy-policy/schools-terms/>**Privacy policy:** <https://www.literacyplanet.com/au/about/privacy-policy/>

- I give consent**
- I do not give consent**

**Padlet (Wallwisher Inc)****URL:** <https://padlet.com/>**Data Hosting:** Offshore (outside of Australia) USA**Purpose of use:** Padlet is an online notice or project board that can be used by students and teachers to post and collaborate on a common page. Posts display visually as attachment previews and may contain contain links, embedded content, videos, images, music and document files that can be shared with the class, colleagues, family and friends. Padlet Backpack is a private, centrally managed instance of Padlet for schools.**Terms of use:** <https://padlet.com/about/terms>**Privacy policy:** <https://padlet.com/about/privacy>

Additional consent is being sought for the following reasons:

- Student image, video, and/or recording are stored and published
- Student works are stored and published
- The following additional student personal information is disclosed: First name, last name, email, class
- The following parent personal information is disclosed: First name, Last name, email

- I give consent**
- I do not give consent**

## SeeSaw

**URL:** <https://web.seesaw.me/>

**Data Hosting:** Offshore (outside of Australia)

**Purpose of use:** A digital portfolio that enables students to create, reflect on, and share their learning process in conjunction with teachers and family members.

Teachers can share photos, videos, links and files in private messages to family members or announcements to the whole class

**Terms of use:** <https://web.seesaw.me/terms-of-service>

**Privacy policy:** <https://web.seesaw.me/privacy>

Additional consent is being sought for the following reasons:

- Student image, video, and/or recording are stored and published.
- Student works are stored and published.
- The following parent personal information is disclosed: Name, email
- The following additional student personal information is disclosed: First name, last name, email, class

**I give consent**

**I do not give consent**

## Code.org

**URL:** <https://code.org/>

**Data Hosting:** Service components (live solution, backup): Offshore (outside of Australia). Service provider staff location (support staff): Offshore (outside of Australia). Account holder data: Offshore (outside of Australia). Legal jurisdiction: Washington, USA

**Purpose of use:** Computer science coursework for Prep to Year 12 students. Languages include visual programming, JavaScript, CSS, HTML and others.

**Terms of use:** <https://code.org/tos>

**Privacy policy:** <https://code.org/privacy>

Additional consent is being sought for the following reasons:

- Student image, video, and/or recording are stored and published
- Student works are stored and published including audio recording
- The following additional student personal information is disclosed: Age, Email, First Name, Last name, Gender, Cultural/Citizenship status
- <https://code.org/privacy> is able to be viewed by the public

**I give consent**

**I do not give consent**

### **Schoolzine/Sessionkeeper**

**URL:** <http://www.schoolzine.com>

#### **Data Hosting: Onshore (In Australia)**

**Purpose of use:** SchoolZine can be used to create professional newsletters that can be viewed on a range of devices (e.g., PC, smartphone and iPad) or in print. Additional functionality includes: Alerts & Push notifications, Online Calendar, Session Keeper (Parent-Teacher interview bookings), Online eForms (e.g., absentee, excursions), polls and surveys.

**Terms of use:** <https://www.schoolzine.com/terms>

**Privacy policy:** [https://www.schoolzine.com/privacy\\_policy](https://www.schoolzine.com/privacy_policy)

Additional consent is being sought for the following reasons:

- The following additional student personal information is disclosed: First name, Last Name, Class, medical information.
- The following parent personal information is disclosed: First name, Last name, email, mobile number, address.

**I give consent**

**I do not give consent**

## Acceptable Use of ICT Guidelines and Agreement 2021

Peregian Springs State School's digital technology devices, equipment, email and network infrastructure allow students and staff to access information, create, collaborate and communicate within the class and school and out in the wider world. As an eSmart accredited school our focus is on teaching students to be eSmart and Cybersafe, and we aim to develop our students as positive and productive digital citizens.

Students are taught acceptable ways to use devices/equipment and how to appropriately communicate in a digital environment. They are also taught to identify potential hazards and dangers, and what they can do to avoid these or how to report them if they come across them. All traffic from when students access email and internet through the school network will go through DET's internet filters, which are monitored and updated regularly. Despite having these systems, sometimes inappropriate material may be accidentally displayed. Staff members always exercise their duty of care, but avoiding or reducing access to harmful information also requires responsible use by the student.

## At Peregrian Springs State School:

All digital technology devices and equipment (including personally-owned/BYO devices brought to school) are subject to random checks from staff members, to ensure compliance with this agreement.

*The information will only be accessed by authorised school staff and will be dealt with in accordance with the confidentiality requirements of, as applicable, s.426 of the Education (General Provisions) Act 2006 (Qld), the Information Privacy Act 2009 (Qld), and/or the Privacy Act 1988 (Cwlth).*

Agreement - I have read and/or discussed with my child, the information in the Acceptable Use of ICT Guidelines (above) and agree to support my child to meet these conditions. I understand that if my child breaches these guidelines my child will not be granted access to BYO and school-owned devices, equipment, email and network infrastructure or may have their access restricted or removed, or have more serious consequences applied for serious breaches.

**I Agree**

### Consent and agreement

Person giving consent (select the applicable answer)

I am:

**parent/carer of**  
**Student first name** \_\_\_\_\_  
**Student last name** \_\_\_\_\_

### Full name of consenter and date

\_\_\_\_\_

*By submitting the form, via the 'Finalise' button below, you agree that you:*

- have read the explanatory email and all information within this form.*
- have had the opportunity to ask questions about it and any questions that you have asked have been answered to your satisfaction.*
- consent for the information outlined in this form, and any additional consent requirements listed, to be disclosed to the online services in accordance with the approved purpose and time frame as per your nominated response option.*



# STUDENT ICT AGREEMENT

## USE OF BYOD AT SCHOOL

### GENERAL USE



- I will bring my fully charged iPad to school each day inside its case/cover.
- I will hold my iPad with two hands when carrying it and will walk with it at all times.
- I will ensure my iPad is kept in my school bag on my trip to and from school.
- I will keep food and drinks away from my iPad at school.
- I will immediately report any accidents or breakages to my parents and teachers.
- I will only take photos and record sound and video when granted permission.
- I will follow all staff directions in relation to the use of my iPad
- I will regularly clean my iPad and case.
- I will be mindful of my posture when using my iPad and monitor my own screen time.

### CONTENT AND LEARNING

- I will use my iPad to support my learning when at school.
- I will have the necessary Year Level School Apps downloaded and updated.
- I will ensure all content is appropriate and all non-school apps are saved in a folder labelled 'Home Apps'
- I will use printing in an environmentally responsible manner.
- I will be mindful of copyright laws including plagiarism and music.
- I permit my teachers and parents to monitor my use and content on my iPad.
- I will ensure there is adequate free storage available on my device ready for learning.
- I am responsible to ensure my iPad is backed up.
- I will turn off apps at school that will disrupt my learning such as Messenger and Facetime.



### SAFETY AND SECURITY



- Whilst at school, I will only connect my iPad to the school filtered internet service.
- I will use the internet to support learning activities.
- I will only use my school email account for mail related to my learning.
- Messaging, communication, file transfer and airdrop may only be used for educational purposes as directed by the teacher.
- I will be safe when working online and will not reveal name, personal details and images unless authorised by my teacher or parent.
- Use of the school name, logo or uniform must positively impact the school.
- I will keep secure my account names and passwords and not share them with anyone else.
- I am responsible for the security and use of my iPad while at PSSS. Lockable storage will be provided in each classroom for students to secure their iPad during lunch and play breaks.

### NOTIFICATION

- I will notify my teacher or parent of any messages or material which I receive that is inappropriate, rude or worries me.
- I will disclose to my teacher or parent any accidental access to inappropriate material.
- I know I can use PSSS Concern to notify the school of incidents of bullying or concerning behaviours online.



### USE OF SCHOOL ICT RESOURCES



- I understand that I may not have access to a school iPad if I accidentally leave my device at home.
- I will use ICT resources at school to support my learning in a safe and respectful manner.
- I will report any breakages or problems to a teacher immediately

**BE SAFE    BE RESPONSIBLE**  
**BE RESPECTFUL    BE COURTEOUS**

# STUDENT ICT AGREEMENT

## PARENT COMMITMENT

### AGE APPROPRIATE MATERIAL



- I understand that the school would prefer all Apps that are not requested for learning are stored in a folder labelled 'Home Apps'.
- I understand that all Apps and content on a student device needs to be age appropriate.
- I understand that social media accounts such as, but not limited to Facebook, Instagram, Tik Tok and Snapchat are not recommended for primary aged students and should not be installed on the student device.

### READY FOR LEARNING

- I understand that the school uses the departmental filtering systems for emails and internet.
- I understand that staff will monitor iPad use at school including using the 'Classroom App'.
- I understand that the school will be using devices at school to support learning.
- I will download the year specific school App list onto my child's iPad and will check regularly for updates.
- I understand that the school recommends that student iPads be set up using 'Family Sharing' and 'ScreenTime' and not to use a parent Apple ID or credit cards details.
- I will support my child to keep the device clean and have adequate storage for learning.
- I will maintain the device in good working order.



### USE OF DEVICES AT HOME



- I will discuss with my child and establish standards to follow when using their iPad at home.
- I will spend time with my child getting to know how they use their iPad for learning.
- I will stay informed with Cybersafety information through school communications and information sessions.

### NOTIFICATION

- I will encourage my child to notify me of any messages or material which they receive that are inappropriate, rude or worries them.
- I know students can use PSSS Concern to notify the school of incidents of bullying or concerning behaviours online.
- I will contact the school if I have concerns in regards to ICT use and online behaviours of students.
- I will aim to give all necessary messages in the morning before school, including how they are being picked up in the afternoon. I understand that students can not access messages on their device while at school.
- I will use approved school communication channels during the school day including emailing and phoning the school office staff for any last minute changes.



### DEVICE SAFETY



- I will ensure student's iPad is clearly labelled and record the serial number in a secure location
- Organise a safe case/cover for student iPad to assist with protection.
- I understand that student's are responsible for using and storing their device safely at school.

**BE SAFE    BE RESPONSIBLE**  
**BE RESPECTFUL    BE COURTEOUS**