

USE OF THIRD-PARTY WEB BASED EDUCATIONAL SERVICES PERMISSION TO ACCESS ICT SERVICES

Dear Parents/Carers,

Lyneham Primary School is committed to providing a technology rich environment for our students as our community believes the use of Information and Communication Technology (ICT) is fundamental in assisting teaching and learning in all areas of the school curriculum.

The use of web-based learning resources and cloud-based storage has risen steadily over the last decade and are increasingly being used by teachers across the Directorate to improve student learning outcomes.

Teachers make decisions designed to assist students in their learning. Sometimes it is beneficial for students to utilise services provided by third party web-based providers. Types of services provided by these service providers include online content creation, collaborative tools, online educational games, and various administrative programs for tracking student assessment data.

As our school is registering with several web-based service providers that require some personal information about a child in your care, we are obliged under the Commonwealth Privacy Act (1988) to advise you of the reasons for collecting the information, what will be done with it and who else may have access to it.

Page 2 of this document provides a list of the web service providers we would like to use, along with summaries of the way we believe these services can enhance learning and teaching, plus links to each service's *Terms of Use* agreement. We believe that the sites listed make sufficient effort to protect the privacy of their users as outlined in their privacy policies (see links on p.2).

PLEASE COMPLETE THE PERMISSION NOTE and return it to the school as soon as possible.

If you have more than one child at the school, **please complete a separate permission note for each child.**

If you have any further questions about the implications of signing this permission note or you would like to seek further clarification around the use of the listed web services, please do not hesitate to contact the school.

Merryn O'Dea
Principal

USE OF THIRD-PARTY WEB BASED EDUCATIONAL SERVICES

PRIVACY POLICY INFORMATION

SERVICE	NAME OF PROVIDER & TYPE OF SERVICE	LINK TO TERMS & CONDITIONS	LINK TO PRIVACY POLICY
PG Viewing	Many fantastic teaching videos and resources have a PG rating. We are seeking permission for your child to view any PG videos or snippets required as part of classroom learning.	https://www.classification.gov.au/classification-ratings/what-do-ratings-mean	
Adobe Creative Suite	Adobe Express is an online and mobile design app. Easily create stunning social graphics, short videos, and web pages.	https://www.adobe.com/express/	https://www.adobe.com/au/legal/terms.html
Typing Club	TypingClub is the most effective way to learn how to type. It is web based and highly effective.	https://www.typingclub.com/	https://www.edclub.com/terms
Canva	Canva is an Australian graphic design platform that is used to create social media graphics and presentations. The app includes readymade templates for users to use, and the platform is free.	https://www.canva.com/en_au/	https://www.canva.com/policies/terms-of-use/
Clickview	ClickView – Enables students to access a comprehensive and regularly updated video library of ClickView-produced videos mapped to the Australian Curriculum (primary years), plus the best available free-to-air content.	https://www.clickview.com.au/terms-and-conditions/	https://www.clickview.com.au/privacy-policy/ <i>Data stored in Australia</i>
Mathletics	3P LEARNING - Mathletics - An online learning tool that teachers can use to customise mathematics learning for your child. Teachers customise student learning, assigning learning activities depending on your child's learning needs.	https://bit.ly/2z9RDx1	https://bit.ly/2Vn1hVS <i>Data stored in East US 2 region within Microsoft Azure</i>
Reading Eggs	Reading Eggs - An online learning tool with carefully designed online reading games and activities that are easy to follow, self-paced, and highly engaging for young learners. Teachers customise student learning by assigning learning activities depending on your child's learning needs.	https://readingeggs.com.au/terms	https://readingeggs.com.au/privacy <i>Data stored on Amazon Web Services (AWS)</i>
PM eCollection	CENGAGE - PM eCollection – A collection of digital reading resources to support children's reading development. Supports teacher guided reading and student independent reading.	https://cengage.com.au/terms-and-conditions	https://cengage.com.au/privacycentre <i>Data stored in Australia</i>
Scratch	Scratch – Students can program their own interactive stories, games, and animations. Scratch helps young people learn to think creatively, reason systematically, and work collaboratively — essential skills for life in the 21st century.	https://scratch.mit.edu/terms of use	https://scratch.mit.edu/privacy policy
Seesaw	Seesaw – Online learning journal where teachers and students can upload photos, videos and voice recordings so you can see and comment throughout the year. Your child's work is only accessible by you, unless they have worked in collaboration with other students on a piece.	https://web.seesaw.me/terms-of-service	http://app.seesaw.me/about/privacy

**USE OF THIRD-PARTY WEB BASED EDUCATIONAL SERVICES –
LYNEHAM PRIMARY SCHOOL PERMISSION TO ACCESS ICT SERVICES**

Please select YES or NO for permission to share your child's information for each web-based service below:

	STUDENT INFORMATION SHARED WITH THIRD PARTY PROVIDER	PARENTAL PERMISSION?	
PG Viewing		<input type="checkbox"/> YES	<input type="checkbox"/> NO
Adobe Creative Suite	Child's full name, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Typing Club	Child's full name, age, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Canva	Child's full name, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Clickview	Child's full name, school email address, class, school. Your child's typed answers and learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Mathletics	Child's full name, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Reading Eggs	Child's full name, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
PM eCollection	Child's full name, age, year level, class, school. Your child's learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Scratch	Child's full name, year level, class. Your child's work and learning progress is also digitally stored by the application.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Seesaw	Child's full name, class, school and work that has been uploaded onto their digital portfolio.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

STUDENT NAME: _____

YEAR LEVEL: _____ **CLASS TEACHER:** _____

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN SIGNATURE: _____

DATE: _____

Lyneham Primary School Acceptable Use of ICT

Code of Practice for Students

When using ICT resources at Lyneham Primary School (including the internet, email, Digital Backpack, Google Apps for Education (G-Suite), Oliver Library, Seesaw, iPads, IWBs etc):

- I will use school devices only with the permission of a teacher.
- I will follow all instructions from teachers when using school devices.
- I will not let anyone else know my passwords.
- I know that I am responsible for anything that happens when my account is used.
- I know that the school and the Education Directorate receives information about anything that I send or receive.
- I will tell my teacher if I think someone has gained access to my account.
- I will make sure any work that I wish to have published, any email I send, or any comments I post are polite and carefully written and presented.
- I will respect other students' work and ensure appropriate feedback about individual responses.
- I will not read other people's emails.
- I will not tell anyone my address or telephone number or the address or telephone number of anyone else or send/post photographs of myself or others.
- I will use material from other websites only if I have permission to do so.
- If I use material in my work that I have found on the internet, I will say where it comes from.
- **If I see or receive any information on the computer that makes me feel uncomfortable or is inappropriate I will tell a teacher straight away, or report it using the Cyber Safety Button on the Digital Backpack.**
- **I will not damage or disable the electronic devices, software systems or computer networks of the school.**
- **I will not send, create, show or search for things that might upset others.**

I have read and understand the Lyneham Primary School Acceptable Use of ICT Code of Practice for Students. I understand that disciplinary action may be taken if I do not follow this agreement, which may include loss of access to certain ICT functions or not being able to use ICT at all for a period of time.

STUDENT: I agree to follow the Code of Practice and any other relevant rules that are set by Lyneham Primary School:

Student name: _____ Class: _____

Student signature: _____ Date: _____