

December 2014

Dear Parents/Caregivers of Intermediate Students,

For learning purposes, we have set up an email account for your child. The purpose of this account is for students to share work with their teacher, and further enable them to access their work between home and school.

There are a few guidelines around this account that we have discussed as a class. Please read through this, discuss it with your child and if you agree, return the signed slip to acknowledge the acceptance of these requirements.

- 1) Students must follow the Mangawhai Beach School Cyber Safety policy at all times.
- 2) The email account is for learning purposes only. This includes sharing work with the teacher and other students when required - not personal use and contact.
- 3) At first login, students will be asked to enter their own password. Once they have created one, it must be given to the teacher and not changed after this. They must not tell other students their passwords. (The initial password to get in is *mangawha1*)

Any incorrect use of this email account, or breach of the requirements above will result in it being shut down.

The accounts will also be closed when students leave the school.

If you have any queries, please do not hesitate to contact us on jfletcher@mangawhaibeach.school.nz, astockman@mangawhaibeach.school.nz or bbradley@mangawhaibeach.school.nz

Kind regards,

Intermediate Syndicate Teachers
Anna Stockman, Jaimee Fletcher, Ben Bradley

Yes, I agree, to the above guidelines. Please activate my e-mail account.

Student Name: _____

Student Signature: _____

Parent/Caregiver Name: _____

Parent/Caregiver Signature: _____

Date: _____