

DIGITAL TECHNOLOGIES POLICY (INTERNET, SOCIAL MEDIA & DIGITAL DEVICES)

Written by	<i>Principal</i>
Date approved by School Council	<i>June 2017</i>
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Rationale

Mount Eliza North Primary School recognises that student instruction and student learning will change as telecommunications and other new technologies alter the ways in which information may be accessed, communicated and transferred through access to online services.

Mount Eliza North Primary School uses the internet and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly. Access to the use of the internet and digital technologies is a privilege not a right.

Implementation:

The Role of Students

Students should:

- Read through the agreement with their parents/carers and their teacher to ensure that they fully understand what they are agreeing to (Part A)
- Negotiate appropriately through representative groups with teachers and parents/carers about issues of changes to improve the Internet & Digital Technologies Code of Practice
- Sign and abide to the Internet & Digital Technologies Code of Practice (Part B)

The Role of Parents

Parents/Carers should:

- Read and understand what the school will do to support the safe and responsible use of digital technology (Part A)
- Read through the Internet & Digital Technologies Code of Practice (Part B) and discuss it with their child to ensure that they understand each dot point
- Consider how they might support safe and responsible behavior online at home

The Role of Staff

Teachers should:

- Discuss the Internet & Digital Technologies Code of Practice (Part B) with their students and ensure they understand each dot point
- Develop a classroom environment that promotes safe and responsible behavior online and when using digital technologies

The Role of the School

The school should:

- Review their expected values and behaviours for the use of digital technologies and articulate these in their Student Engagement and Wellbeing Policy
- Articulate how they will meet their duty of care in the use of digital technologies as outlined in Part A of this document
- Ensure that students and parents/carers are involved in developing the Internet & Digital Technologies Code of Practice
- Ensure that every student and parents/carers has agreed and signed the Internet & Digital Technologies Code of Practice (Part B)
- Communicate with and support parents/carers, students and teachers to ensure they fully understand the Internet & Digital Technologies Code of Practice

Student Access

The School network is provided for students to conduct research and communicate with others. Independent access to network services is provided to students who agree to act in a considerate and responsible manner.

The use of online services, made possible by the School through student access to telecommunications networks, may lead students to any publicly available information or database in the world. Although the School has in place steps to reduce risks, students may encounter electronic information resources that have not been screened by educators for use by students. Therefore, prior parental or guardian permission is required for students to be able to access the School network.

Internet & Digital Technologies Code of Practice

All students are expected to read Part A School Support for the Safe and Responsible Use of Digital Technologies and sign, or have signed by parents on their behalf, Part B Internet & Digital Technologies Code of Practice - Appendix B

Part A - School Support for the Safe and Responsible Use of Digital Technologies

Mount Eliza North Primary School uses the internet and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly.

Your child has been asked to agree to use the internet and digital technologies responsibly at school. Parents/carers should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.

At Mount Eliza North Primary School we:

- Have policies in place that outline the values of the school and expected behaviors when students use the internet and digital technologies
- Provide a filtered internet service
- Provide supervision and direction to online activities and when using digital technologies for learning
- Support students in developing digital literacy skills
- Implement the eSmart cyber safety program across the school
- Use mobile and digital technologies for educational purposes
- Provide support to parents/carers to understand the Internet & Digital Technologies Code of Practice
- Provide support to parents/carers through information sessions conducted at school
- Work with students to outline and reinforce expected behaviours when using digital technologies

Appendix B

Part B - STUDENT AGREEMENT

When I use digital technology at Mount Eliza North Primary School I agree to:

- Be a safe, responsible and ethical user whenever and wherever I use it
- Support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behaviour)
- Talk to a teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or hurtful online behaviour
- Seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint
- Protect my privacy rights and those of other students by not giving out personal details including full names, telephone numbers, addresses and images
- Use the internet for educational purposes and use the equipment properly
- Abide by copyright procedure when using content on websites (ask permission to use images, text, audio and video and cite references where necessary)
- Think critically about other users intellectual property and how I use content posted on the internet
- Not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another student
- Not reveal my password to anyone except the system administrator or the teacher
- Not bring or download unauthorized programs, including games, to the school or run them on school computers

If I have a digital or mobile device with me at school, I agree to switch it off and hand it to my teacher at the start of the day. This will be returned to me at my request by my teacher at the end of the day.

This Acceptable Use Agreement and Code of Practice also applies during school excursion, camps and extra-curricula activities.

I acknowledge and agree to follow these rules. I understand that my access to the internet and digital technologies at school will be renegotiated if I do not act responsibly

I have read the Acceptable Use Agreement and Code of Practice carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in internet and digital technology access privileges being suspended or revoked.

Student name:

Year level:

Student signature:

Parent/carer signature:

Date:

For further support with online issues students can call Kids Helpline on 1800 55 1800.

Parents/carers call Parentline 132289 or visit <http://www.cybersmart.gov.au>