



Mernda Primary 0488

ICT and INTERNET USAGE POLICY

Rationale

The internet provides students with unprecedented opportunities to obtain information, engage in discussion and liaise with individuals, organisations and groups around the world, to increase skills, knowledge and abilities.

Mernda Primary School provides access to a range of up to date technologies to enhance teaching and learning opportunities and to enrich the learning environment. We encourage the use of ICT to facilitate learning and aim to develop our students' to use these tools safely, responsibly and with integrity. Parents should be aware that the nature of the internet means that full protection from inappropriate content can never be guaranteed. Each student has been asked to use ICT responsibly at school, as outlined in the Mernda Primary 0488 ICT Student Code of Conduct and Acceptable Use.

Aims

- To improve student learning outcomes by guiding students and increasing access to electronic worldwide information.
- To develop skills in discriminate, appropriate and effective internet usage.
- To ensure that use of the internet within the school context meets legal requirements and standards of general practice.
- To develop the knowledge, skills and behaviours required to enable students to understand the implications of the use of ICT and their social and ethical responsibilities as users of ICT.
- To clearly communicate guidelines for the appropriate use of computers and other technology to students, staff and parents

Implementation

At Mernda Primary we;

- actively support access by students to the widest variety of information resources available, accompanied by the development of the skills necessary to filter, analyse, interpret and evaluate information encountered.
- provide all students and staff with censorship filtered internet and email access. All students and staff are provided with access to password protected internet account and log on. Such access is a privilege that infers responsibility and not simply a right to be expected.
- have integrated programs across all learning domains such as Literacy, Numeracy and Inquiry that incorporate the use of Information Communications & Technology (ICT) to enhance and aid learning.

- support copyright agreements and actively teach students to acknowledge the source when using information obtained online.
- reinforce the importance of safe and respectful use of the internet in all curriculum areas and deliver an eSmart Cyber Safety program in all classrooms from Prep – Year 6.
- have an ICT Student Code of Conduct and Acceptable Use Policy that is discussed with students and revised with students at the beginning of each school year.
- ensure that a signed parent and student consent is required to be completed in order to gain access to the internet at school or to publish work, photos or videos demonstrating an understanding of this policy and the consequences of noncompliance.

Preventative measures Mernda Primary will take includes;

- providing teacher supervision and direction during all internet use opportunities.
- having an ICT Leading Teacher who liaises with teaching staff and support technicians to manage all device usage and internet access, maintenance of the school's web site, web filters and all other issues related to internet access by students.
- Ensuring that the privacy of students, parents, staff and other users are be recognised and respected at all times. When identifying students, only the student's first name or grade level may be used.
- providing password protected email accounts in Years 4-6. Users will be responsible for clearing their mailboxes regularly.
- ensuring that staff are be responsible for notifying the ICT Leading Teacher of any inappropriate material so that access to such sites can be blocked.
- encouraging all students to be responsible for notifying their teacher of any inappropriate material so that access can be blocked.

In the event that a Breach of Acceptable Use occurs, Mernda Primary will follow up by;

- ensuring that students who fail to honour the Student ICT Code of Conduct incur an appropriate consequence relating to the withdrawal of their personal access to the Internet and or electronic devices, as specified in the ICT Student Code of Conduct and Acceptable Use Guidelines.
- tracking breaches of the Acceptable User Contract by collecting data in order to identify problem areas so that effective solutions may be devised and implemented.
- implementing guidelines for responding to breaches of the Acceptable Use Contract to allow for the consistent management of these breaches. Students and parents will also be made aware of these incidents.

Evaluation

- This policy will be reviewed as part of the school's three-year review cycle through the ICT AIP team.
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This policy was last ratified by School Council on - 23/08/2017