



Mernda Primary School 0488

ACCEPTABLE USE AGREEMENT FOR INTERNET AND DIGITAL TECHNOLOGIES

RATIONALE

Mernda Primary School provides access to a range of up to date technologies to enhance teaching and learning opportunities for all students and to enrich the learning environment.

The use of Digital Technologies and Internet resources at Mernda Primary School is a privilege and will be used solely for the purpose for curriculum issues only and in a manner that teachers expect of students. The Digital Technologies and Internet service at Mernda Primary provides all students with unprecedented opportunities to obtain information engage in discussion and liaise with individuals, organisations and groups around the world. Any misuse of the Digital Technologies and Internet privileges may result in the revoking of any right to use these services and may lead to other disciplinary action.

AIMS

- To improve student learning outcomes by increasing access to world-wide information.
- To develop skills in discriminate and effective internet usage.
- To ensure that use of the digital technologies and 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 technologies.
- To clearly communicate guidelines for the appropriate use of computers and other technology to students, staff and parents.

IMPLEMENTATION

IT coordinator-

The IT coordinator will liaise with staff and the technical support technicians to manage all digital technologies, internet access, maintenance of the school's web site, web filters, and all other issues related to internet access by students.

Supports access-

All students have access to a wide variety of informational resources available. Students are educated and have the appropriate skills necessary to filter, analyse, interpret and evaluate information encountered.

Accessing Sites-

Don't deliberately try to access undesirable sites. Discuss any concerns you have about any information accessed with a teacher.

Internet Access- student

All students shall be responsible for notifying their teacher of any inappropriate material so that access can be blocked. Consequences of publishing, accessing or failing to notify the coordinator/teacher of inappropriate material may include the introduction of the breach of the acceptable agreement.

Internet Access- teacher

All staff shall be responsible for notifying the coordinator of any inappropriate material so that access can be blocked. Teachers shall be responsible for making sure all work is screened for accuracy, appropriateness, grammar and spelling prior to publishing.

Acceptable Use Agreement-

An Acceptable Use Policy- Student, as well as an IT Student Code of Conduct has been developed and implemented and applies to all members of the Mernda community. These policies will be agreed to by every member of the school community each year to gain access to the digital technologies and internet usage. All students will be familiar with these conditions which will be incorporated into the 'Start Up' program at the commencement of the new school year.

Breach of Acceptable Use Agreement-

Guidelines on access rights will be defined for different user levels at the start of each year. Breaches of the agreed agreement will incur a series of consequences. If a student reaches step 4, a written agreement needs to be signed by both the parent and student in order to regain access to the use of digital technologies and the internet.

Privacy-

Students will not provide any personal information about themselves including; name, age, likes, dislikes etc. and will not disclose to others any personal usernames and passwords they may have. Students will discuss inappropriate sites with their teacher. When using the Internet or other social media, students will be taught the importance of keeping themselves and their friends safe by not disclosing personal details. All students when using the internet or social media need to be respectful in how they talk to and work with others online and never to write or participate in bullying behaviour.

Information-

All information accessed through the Internet may not be accurate. Every effort will be made to ensure students develop skills to assist them to validate information. Remember that the content on the web is someone's property and people using this information need to ask permission to use information, photos or images.

Downloading-

Approval of downloads are at the discretion of the teacher in charge. Students are not bring or download unauthorised programs, including games, to the school or run them on school computers.

Plan-

Before use of digital technologies and the Internet is granted, students should have a purpose for using it. Teachers are to be made aware of students intentions on the web.

Access-

Students will use group/grade passwords to access computers, iPads or tablets and the internet. Students may have an individual log on for the licensed web sites. Students must not use or attempt to use another student's or teacher's username and password to access these or other software programs. Use the technology at school for learning, use the equipment properly and do not interfere with the work of others.

Timing-

Access to Internet facilities will only be allowed when the teacher gives permission and when there is a supervisor in the proximity.

RESPONSIBILITY

It is the responsibility of the Leadership Team, teachers and parents to ensure students are aware of this policy and that they understand its' content and the possible disciplinary action that may be taken due to any infringements that occur.

Mernda Primary School is committed to educating students on the correct way to participate in online communities. The following actions will be taken on those students who do not abide or breach the agreement.

First Step: Students will not be allowed to use the device for a period of two weeks.

Second Step: Students will be banned from the device for a period of a month; parents will be contacted in regards to the negative behaviour.

Third Step: Students will not be allowed to use the device for a period of a term; the student's computer access will be revised.

Fourth Step: Students ICT access will be revoked completely and the below agreement will need to be signed and agreed to by both the student and parent

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricula activities. I acknowledge and agree to follow these rules.

I have read the Acceptable Use Agreement 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 mobile technology access privileges being suspended or revoked.

Student Name

Year Level

Student Signature

Parent/Carer Signature

Date: 201?

If you have any concerns about this agreement or ideas for making the agreement better contact the ICT Coordinator.

For further Support with online issues students can call Kids Helpline on 1800 55 1800. Parents/cares call Parent line 132289 or visit <http://www.cybersmart.gov.au/report.aspx>

EVALUATION

This policy will be reviewed annually as part of the school's three-year review cycle.

This policy was last ratified by School Council on 18th October 2017

