



BEELIAR PRIMARY SCHOOL ICT POLICY

ACCEPTABLE TECHNOLOGY USAGE

The **Curriculum Framework** provides the context:

Students recognise that everyone has the right to feel valued and be safe, and, in this regard, understand their rights and obligations and behave responsibly. (Overarching Learning Outcome 13)

In response to the growing challenge of Cyberbullying, it is vital that Beeliar Primary School implements a policy that addresses the issue focusing on prevention and responding to incidents in the event that they occur. Digital/electronic invasion of privacy, harassment and bullying are real risks, given the capabilities, exposure to and daily use by children. At Beeliar Primary School we aim to proactively minimise the risks.

The Internet is a rich educational resource that dramatically expands classroom resources. The access to curriculum materials, group projects, collaboration and idea sharing encourages independence and problem solving skills expected of students in today's society.

GENERAL POLICY

The following are not permitted within the school environment:

1. Sending or displaying offensive messages or pictures.
2. Using obscene language.
3. Harassing, insulting or attacking others.
4. Damaging computers, computer systems or computer networks.
5. Violating copyright laws.
6. Using others' passwords or accounts.
7. 'Hacking' into others' folders, work or files for any reason.
8. Intentionally wasting limited resources, including printer ink and paper.

SANCTIONS

1. Violations of the above rules will result in a temporary or permanent ban on Internet/computer use.
2. Your parents/carers will be informed.
3. Additional disciplinary action may be added in line with existing practice on inappropriate language or behaviour.
4. When applicable, police or local authorities may be involved.
5. If necessary, external agencies such as Social Networking or Email Member sites may be contacted and informed.

STUDENT USAGE

CONTRACT FOR SCHOOL TECHNOLOGIES USE

- You must follow the 3 basic thoughts of SAFE, SMART and RESPONSIBLE computer use.
- You must have your parent's / carer's permission before using the Internet.
- You must have a member of staff able to see the screen all times when using the Internet.
- Do not disclose any password or login name to anyone, other than the persons responsible for running and maintaining the system.
- Do not upload or send personal addresses, telephone / fax numbers or photographs of anyone at the school.
- Use of names of pupils or photographs of students requires parents to have been informed about such use.
- Do not download, use or upload any material which is copyright. Always seek permission from the owner, before using any material from the Internet. If in doubt, do not use the material.
- Under no circumstances should you view, upload or download any material which is likely to be unsuitable for children. This applies to any material of a violent dangerous or inappropriate context.
- Always respect the privacy of files of other users.
- Be polite and appreciate that other users might have different views than your own. The use of strong language, swearing or aggressive behaviour is not allowed. Do not state anything which could be interpreted as libel.
- Ensure that you have followed the correct procedures for using the Internet.
- Report any incident which breaches these rules to the classroom teacher.
- This contract will last the time you are at Beeliar Primary School.

I have read and agree to abide by the rules .

Student Signature:

Parent Signature: