

# INTERNET USAGE

## NARANGA SCHOOL POLICY

*The Department of Education and Early Childhood Development has published a Policy for Acceptable Internet Use that is available from the school on request. This simplified policy below aims to make students and parents aware of the responsibilities and concerns regarding the use of the Internet at Naranga School in a manner that is easily understood by students of all ages.*

### **Rationale:**

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

### **Aims:**

- To provide students with essential skills and knowledge to use computers and related technology.
- To improve student learning outcomes by increasing access to worldwide information.
- To learn appropriate internet usage.

### **Implementation:**

- Our school actively supports 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.
- All staff at our school will have censorship filtered internet and email access. Students and staff will have their own password protected internet account and log on. Such access is a privilege that infers responsibility, and not simply a right to be expected.
- A nominated school support technician and the principal will liaise with staff and the DEECD Specialist support technician to manage all email access, maintenance of the school's web site, web filters, and all other issues related to internet access by students.
- The school undertakes to ensure that information published on the Internet by students or the school is of a high standard, and meets legal requirements and standards of general practice within the community in relation to copyright, safety and decency.
- All email accounts will be password protected and users will be responsible for clearing their mailboxes regularly.
- Restricted access shall be available to guest users for specific purposes only for example Emergency replacement teachers.
- All students are responsible for notifying their teacher of any inappropriate material, and all staff are responsible for notifying the coordinator so that access can be blocked.
- Consequences of publishing, accessing or failing to notify the coordinator of inappropriate material shall include the removal of access rights.
- Signed parent and student consent (see attached) is required to be completed in order to gain access to the internet, or to publish work, photos or videos on the internet.
- Privacy of students, parents, staff and other users must be recognised and respected at all times. When identifying students, only the student's first name and last initial will be used.
- Teachers shall be responsible for making sure all work is screened for accuracy, appropriateness, grammar and spelling prior to publishing.

**Evaluation:**

- This policy will be reviewed as part of the school’s regular review cycle.

This policy was last ratified by School Council in....	<b>September 2013</b>	
--	-----------------------	--

**INTERNET / EMAIL CODE OF PRACTICE**

**Student Agreement**

- I will not give out information such as my address, telephone number, my parents work address/telephone number or the name and location of my school without my parent’s and/or teachers’ permission.
- I will tell my parents and teacher right away if I come across any information or pictures that make me feel uncomfortable.
- I will never send a person that I “meet” through the Internet my photo without first checking with my parents and/or teachers.
- I will not read other people’s Email or forward it on.
- I will click on the HOME button if I find any messages that are mean or in any way make me feel uncomfortable. I will not reply. It is not my fault if I get a message like that. **If I do, I will tell my parents or teacher.**
- I will not download Software or Games for my own personal use.
- I will not bring in any mobile devices and attach them to the school network.

**I understand that breaches of the rules will see me lose my Internet access rights for a period of time determined by the school.**

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**Parent/Guardian Agreement**

I agree to \_\_\_\_\_ using the Internet at the school for educational purposes in accordance with the student agreement above.

I understand the school will provide reasonable supervision, that steps have been taken to minimise risk of exposure to unsuitable material and that monitoring will take place as required.

Parent/Guardian Name \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_