



GLADESVILLE PRIMARY SCHOOL No 5066 INTERNET POLICY

Rationale:

- The internet provides students with unprecedented opportunities to obtain information, engage in discussion, and liaise with individuals, organisations and groups world-wide to increase skills, knowledge and abilities. We need to monitor that this valuable resource is used appropriately. The primary purpose of internet use at Gladesville Primary School is educational.

Aims:

- To improve student learning outcomes by increasing access to world-wide information.
- To develop skills in discriminate and effective 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 students and staff at our school will have censorship filtered internet access. All students and staff will have their own password to log on. Such access is a privilege that infers responsibility, and not simply a right to be expected.
- The ICT (Information, Communication & Technology) coordinator will liaise with staff and the technical support technician to manage and maintain 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.
- Students are expected not to give their address, phone number or any privacy details when using emails or the internet.
- Guidelines on access rights will be defined for different user levels. Restricted access shall be available to guest users for specific purposes only.
- All students shall be responsible for notifying their teacher of any inappropriate material so that access can be blocked.
- All staff shall be responsible for notifying the ICT coordinator of any inappropriate material 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 below) 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 evaluated in line with School Council cyclical review of policy documents and school and DEECD priorities.

This policy was last ratified by School Council in May 2014.



GLADESVILLE PRIMARY SCHOOL
INTERNET / EMAIL CODE OF PRACTICE

Student Agreement

I agree to use the Internet at our school in a responsible manner for purposes stated by my teacher. If I find myself viewing unsuitable material I will immediately click on the home or back button and inform my teacher.

When working on the internet I will:

- Only work on the web for purposes specified by my teacher
- Not give out information such as my surname, address, telephone number, or parents' work address/telephone number.
- Never send a person my picture or of anyone else without first checking with my teacher.
- Always have my teacher's permission before sending messages.
- Compose e-mail messages only using language that I understand is acceptable in my school.
- Not respond to any messages that are unpleasant or that make me feel uncomfortable in any way. It is not my fault if I get a message like that.
- I will not use material from other web-sites unless I have permission from the person who created the material. If I am unsure I will check with my teacher.
- Not use the internet inappropriately.

I understand that breaches of the rules will see me lose my Internet access rights for a period of time determined by my teacher and the ICT (Information, Communications & Technology) committee.

Student Name _____
Student Signature _____
Date _____

Parent/Guardian Agreement:

I have discussed the policy and guidelines regarding Internet use and access with my child and will use my best endeavours to ensure he/she will abide by the rules within them.

I realise that the use of the Internet is a privilege, not a right and I accept that inappropriate behaviour may result in loss of access for my child for a designated period of time.

I understand the school will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.

Tick the statements you agree to:

- I consent to my child having their first name (last initial) published on the school's Internet site.
- I consent to my child having their picture published on the school's Internet site.
- I consent to my child corresponding with others, using email.

Parent/Guardian Signature _____
Parent/Guardian Name _____
Date _____