

INFORMATION AND COMMUNICATION TECHNOLOGY

(KINDERGARTEN TO YEAR SIX)



RATIONALE Information and Communication Technology (ICT) and in particular the Internet and email, are valuable tools in the Catholic school's goal to educate the whole person. The Internet offers great educational opportunities when we use it responsibly. Using email and the internet, we can communicate with people all over the world and research interesting topics. If we do not follow school rules, it also can be harmful to us as we can access or send inappropriate material. As students in a Catholic school we must remember our responsibility to use email and the Internet in a positive way to help spread the "Good News" of Jesus. We do this through our words and actions. Our communications must always be truthful and respect of other people.

DEFINITION 'Information and Communication Technology (ICT)' means all computer hardware, software, systems and technology (including the Internet and email) and telecommunication devices (eg mobile phones) in facilities that may be used or accessed from a school campus or connected to a school's communication network.

Defamation is the publication, declaration or broadcast of material that is capable of lowering a person in the estimation of others.

Harassment, Discrimination and Bullying means unlawful behavior as defined in the Catholic Education Commission Policy Statement 2B-4: 'Harassment, Discrimination and Bullying'.

PRINCIPLES

1. Aranmore Primary School ICT is provided for educational purposes only.
2. Using Aranmore Primary School ICT is a privilege. This privilege can be removed if school rules are broken. Students using the school's ICT must not break State or Federal laws (a summary of these laws is an attachment to this Policy and forms part of this Policy).
3. The school has the right to check all written, graphic, audio and other material created, produced, communicated, stored or accessed on school ICT may students, including emails.
4. Students shall be made aware that access to ICT, particularly the Internet and email, can expose them to inappropriate material or potential harm.

PROCEDURES

1. Students understand that the use of Aranmore Primary School ICT is a privilege. This privilege may be lost, at the Principal's discretion if a student uses ICT in an unacceptable way.
2. Students need to obey all of the school rules about the Internet and take good care of the school computer equipment.
3. Below are the school rules for using ICT at Aranmore.

ACCEPTABLE USE

Students need to:

- Follow teachers' instructions at all times.
- Access only the information the teacher has agreed to.
- Research information for a topic or assignment given by the teacher.
- Correctly acknowledge the work of others according to Copyright laws.
- Respect the privacy of others including other students and staff members.
- Inform the teacher immediately if they are concerned that they have accidentally accessed inappropriate material. Turn the monitor off immediately if any inappropriate sites appear.
- Handle all ICT equipment with care.

UNACCEPTABLE USE

Students are not to:

- Use ICT without permission or without supervision by a teacher/staff member.
- Visit any site that has not been approved by the teacher.
- Use the Internet to access offensive or inappropriate information that would result in a breach of school security or disruption to the school's networks, or constitutes a 'cybercrime'.
- Interfere with files belonging to others.
- Download anything without the teacher's permission.
- Use any software from home to install on the school computers.

Students do not have access to the email messaging system at school.