Internet Use and Digital Technology Agreement

Rationale:

The internet, computers and digital technology, which includes smart phones and ipads etc., are a valuable educational resource. Students at Marion Primary School access the internet for a variety of purposes including communicating via email and searching for information required for their learning.

DEFINITIONS

Cyber bullying is the deliberate and repeated use of Digital Technologies for purposes such as posting personal information with the intention to harass, cause discomfort or spread rumours or any other form of bullying.

Aims:

- To ensure our school has rigorous digital technology and cybersafety practices in place, which include cybersafety use agreements for all school staff and students.
- To create and maintain a cybersafety culture which is in-keeping with the school values (*integrity, harmony and courage*), legislative and professional obligations. This use agreement includes the information about the obligations, responsibilities and the nature of possible consequences associated with inappropriate use of digital technology or cybersafety breaches which undermine the safety of the school environment.

Guidelines:

The purpose of these guidelines is to ensure that students at Marion Primary School who use Digital Technology do so in an appropriate manner.

- Students will follow teacher instructions regarding the use of the Internet.
- When using the Internet, students will only access appropriate information which is relevant to their work. They will make no attempt to access inappropriate material.
- Students will only use first names or usernames on the Internet and E-mail communications (they will be taught the importance of not including surnames and addresses or giving out personal details). Students will respect the privacy of school staff and fellow students by not giving out their personal details or any images, or reading their E-mail.
- Students will be responsible in their use of digital technology including the school's network, email, messaging and internet use.
- Students are required to sign a Digital Technology Acceptable Use Agreement. Students in years foundation to 2 only access sites that have been chosen by the teacher.
- Digital devices are not to be brought to school or taken on camps and excursions without Principal approval.
- Digital devices are not to be taken outside at lunch or recess.

Implementation:

- The school will plan, implement and sustain responsible use of digital technology.
- The school uses filtering and monitoring software to monitor traffic and material sent and received using the school's Digital Technology network. The school may use filtering and or monitoring software to restrict access to certain sites and data, including email.
- The digital technology acceptable use for students form will be read and signed annually by all students and parents in order to access the internet and digital devices.

Evaluation:

1. This policy will be reviewed as part of the three year cycle unless otherwise stated.
2. The school has a proactive approach to appropriate Digital Technology usage and data will be analysed to inform the future directions of programs at the school.

Digital Technology Acceptable Use for Students

When I use Digital Technology, I have responsibilities and rules to follow.

1. I can only use the school Digital Technology equipment after my parents and I have signed my use agreement form and the completed form has been returned to school.

2. I can only use the computers and other Digital Technology equipment for my learning and only with my teacher's direction.

3. I can only go online or use the Internet at school when a teacher gives permission.

4. If there is something I'm not sure about I will ask my teacher.

5. I will not use the internet, email, mobile phones of any other Digital Technology equipment to be mean, rude or unkind to/ about other people.

6. I will keep myself and my friends safe by not giving out personal details including full names, telephone numbers, addresses and images or passwords.

7. If I find anything upsetting, uncomfortable, mean, rude, or inappropriate I will:

- immediately turn the screen off
- get a teacher straight away

8. I will be careful and will look after all our school Digital Technologies equipment by:

- being respectful and responsible with **all** equipment
- following our school practices and cybersafety rules
- telling a teacher about anything wrong or damaged.

9. I can only bring Digital Technology equipment to school when directed by my teacher and with direct permission from the Principal. Digital Technology equipment that may be brought with specific parental *and* Principal permission include, but are not limited to, mobile phones, iPods and USB devices.

10. I understand that if I break these rules the school will need to discuss with my parent(s)/caregivers.

I agree to follow the above rules and am aware that breaking them will result in loss of my privilege to use any Digital Technology equipment and / or internet privileges at Marion Primary School.

Student's signature: _____

Parent's/caregiver's signature: _____

Date: _____