

St Clare's Catholic Primary School, Narellan Vale

ACCEPTABLE USE POLICY FOR STUDENTS COMPUTER, INTERNET AND E-MAIL



The internet can extend teaching and learning beyond the walls of the classroom. It provides access to global information, resources and activities and allows communication with users across the world.

St Clare's Catholic Primary School, Narellan Vale is pleased to offer students access to our computer network via CastNet (Church, Agencies and Schools Telecommunications Network) for educational use. To gain access to email and the World Wide Web, all students must obtain parental permission and must sign and return the permission form to the school. With this privilege of access to computers and the internet come appropriate responsibilities.

SECURITY

Access to the internet is by individual password.

The schools network is protected by anti-virus software and CastNet is filtered for inappropriate material.

ACCEPTABLE USES

Assigned class work, set assignments, research for school studies, communicating with other students, teachers and experts in relation to learning.

CODE OF BEHAVIOUR:

Students will respect the computers and computer system and use the internet for the prescribed purpose.

Only officially installed software will be used.

Copyright laws are to be adhered to.

The work of others is to be respected.

Any problem is to be reported to the teacher immediately.

NON ACCEPTABLE USES

Sending or displaying offensive messages or pictures.

Using obscene language.

Harassing, insulting or attacking others.

Damaging computers, computer systems or computer networks.

Violating copyright laws which includes plagiarism.

Using another's password.

Trespassing in another students folders, work or files.

Intentionally wasting limited resources (especially printing).

Newsgroups concerned with personal interests.

Subscribing to listserves or newsgroups.

Online e-mail services(hotmail) or chain letters.

CONSEQUENCES OF INAPPROPRIATE USE

The privileges of all computer use will be withdrawn from the student and Parent/guardian will be informed. Depending on the severity of misuse privileges will be withdrawn for:

One week

One Term

Remainder of the time at St Clare's Catholic Primary School, Narellan Vale.

Strategies are in place at St Clare's Catholic Primary School, Narellan Vale to avoid problems with computer usage and access to the internet.

Students have a clearly defined task and are task oriented.

Students will be aware of suitable resources available (book marked by the teacher) but will also use appropriate search engines when necessary.

Students will have appropriate supervision and will be made familiar with this policy.

Students are made aware of copyright laws and plagiarism through signage and teacher instruction.

Students are made aware of the possible dangers of using the internet and of their responsibility to use internet and equipment in a safe, ethical and responsible manner.

Students develop the skills of discerning use of information technology through practice in note taking skills, practice in selection of relevant information, practice in analysis, checking for accuracy and authority, synthesising information and evaluation.

During the school day, teachers of younger students will guide them towards appropriate material.

LEGAL REQUIREMENTS

Any material accessed from the internet will be acknowledged.

All copyright provisions will be adhered to.

POLICY REVIEW

This policy will be reviewed regularly by the Principal and the school's technology committee. Parents will be informed via the school newsletter of any policy amendments.

WEB SITES/PHOTOGRAPHS

Parents and guardians are advised that often photographs are taken of students during class or school events that may be used on class and school websites or in publications such as the local newspaper, diocesan publications etc. Parents are also advised that samples of children's work may also be used on the class and school websites.

If for any reason, you do not want photographs of your child/children used or their work published on a website or in a publication, you must notify the Principal in writing.

St Clare's Catholic Primary School, Narellan Vale supports and respects each family's right to decide whether or not to apply for computer and Internet access for their child.

We believe the benefits to students from access to computers and the internet, in the form of learning, information resources and opportunities for collaboration exceed any disadvantages.

USER AGREEMENT AND PARENT PERMISSION FORM

As a user of the St Clare's Catholic Primary School, Narellan Vale computer network, I agree to comply with the above stated rules for communication over the network in a reliable fashion and accepting that general school and classroom rules for behaviour and communication apply at all times.

CHILDS

NAME:.....CLASS.....

CHILD'S

SIGNATURE.....DATE.....

As the parent or legal guardian of the student signing above , I grant permission for my child to access networked computer services such as e-mail and the internet. I understand that individuals and families may be held for violations. I understand that some materials on the internet may be objectionable. I note that the school will endeavour to ensure that students do not come into contact with such material but I accept responsibility for guidance of my children in the use of the internet. In particular, I will seek to support the school's standards and, in addition, set and convey standards for my child to follow when selecting, sharing or exploring information and media.

PARENT/GUARDIAN NAME (please print).....

PARENT/GUARDIAN

SIGNATURE.....DATE.....

This agreement is applicable for the term of the student's attendance at St Clare's Catholic Primary School, Narellan Vale.

Reviewed August 2009