

ICT POLICY

Rationale:

Eltham East Primary School uses the Internet and digital technologies as teaching and learning tools. We see the Internet and digital technologies as valuable resources but acknowledge they must be used responsibly.

Eltham East Primary School believes the teaching of cyber-safety and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

Aims:

- To provide a safe environment where students and staff can collaborate using digital technologies to:
 - Communicate
 - Create
 - Visualise Thinking
- To effectively use digital technologies to support and enhance teaching and learning.
- To equip students with skills and understandings of how to use digital technologies safely and responsibly at home and at school.
- To ensure that use of the internet and e-mail within the school context meets legal requirements and standards of general practice.
- To clearly communicate guidelines for the appropriate use of computers and other technology to students, staff and parents.

Implementation:

At our school we:

- have a **Student Engagement Policy** that states our school's values and expected standards of student behaviour, including actions and consequences for inappropriate online behaviour
- educate our students to be safe and responsible users of digital technologies.
- raise our students' awareness of issues such as online privacy, intellectual property and copyright
- supervise and support students when using digital technologies within the classroom and establish clear protocols and procedures when working in online spaces including reviewing and considering the safety and appropriateness of online tools and communities.
- provide a filtered internet service but acknowledge that full protection from inappropriate content can never be guaranteed
- respond to issues or incidents that have the potential to impact on the wellbeing of our students including those reported through online services
- know that some online activities are illegal and as such we are required to report this to the appropriate authority
- support parents/guardians to understand safe and responsible use of digital technologies, potential issues and the strategies that they can implement at home to support their child; providing this Acceptable Use Agreement and current information from both the Department of Education and Training and Cybersmart.
- facilitate an eLearning team that leads the implementation of ICT across the school.

All messages created, sent or retrieved on the school's network are the property of the school, and should be considered public information. The school reserves the right to access and monitor all messages and

