

Albert Park Primary School

ICT ACCEPTABLE USE

POLICY

Rationale:

At Albert Park Primary we support the rights of all members of the school community to be provided with and engage in a safe, inclusive and supportive learning environment. The school is responsible for the management of digital technology usage during school hours. We will support and educate parents to understand safe and responsible use of digital technologies however it is the parent's responsibility to control technology usage out of school hours.

Aims:

To ensure the use of digital tools and online communities is underpinned by our expectation of safe and responsible behaviour of all members of the school community

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 through our eSmart accreditation and other DET initiatives such as Bully Stoppers.
- raise students' awareness of issues such as online privacy, intellectual property, copyright and the need for permission to use recording or images of others
- supervise and support students when using digital technologies within the school 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 or staff in the school. Consequences for breach of this policy will incur consequences including the withdrawal of technology access and other consequences as outlined in Albert Park Primary School Statement of Values <http://www.albertparkps.vic.edu.au/index.php/about-apps/vision-values>
- know that some online activities are illegal and as such we are required to report this to the appropriate authority
- advise and support parents/guardians to understand that they are responsible for the safe and responsible use of digital technologies and potential issues out of school hours. Provide current information from both the Department of Education and Training and eSmart <http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/advicesheetcyber.aspx> <https://esafety.gov.au/education-resources>
- ensure that all users adhere to the Department of Education Acceptable Use Policy Information Communications and Technology (ICT) Resources <http://www.education.vic.gov.au/Documents/school/principals/infrastructure/ictacceptableusepolicy.pdf>

At home parents and carers are responsible for the use of digital technologies by their children and reinforcing the importance of safe and respectful online behaviour.

We strongly encourage that parents:

- take charge of the use of digital technologies by their children and reinforce the importance of safe and respectful online behaviour
- learn about the digital environment and keep updated on their children's technology use <https://esafety.gov.au/education-resources/iparent/parenting-online-infographic>
- provide a filtered internet service and use safety settings on web-connected devices <https://esafety.gov.au/education-resources/iparent/7-ways-infographic>
- supervise children's online sessions and check browser history
- ensure that children adhere to the age restrictions on social media sites such as Facebook, Instagram and Snapchat

Evaluation:

- * This policy will be reviewed as part of the school's four-year review cycle.

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

8th December 2016

Relevant Documents / Links

[Bully stoppers](#)

<http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/default.aspx>

[Bullystoppers Interactive Learning Modules - parents](#)

www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx

[Cybersafety guide - parents](#) www.cybersmart.gov.au/Parents.aspx