

St Paul's Primary School, Mt Lawley



STUDENT USE OF INFORMATION & COMMUNICATION TECHNOLOGY (Years K-3)

RATIONALE:

Communication Technology (ICT) has been introduced into schools predominantly through email and the internet. The availability of such resources provides the opportunity for schools to help students develop their full potential. ICT provides significant educational value but can pose a risk of exposure to inappropriate and offensive material and personal safety.

In accordance with the teachings of the Catholic Church, the practice of communication must be totally honest and reflect the highest standard of accountability and sensitivity to human rights and relationships.

PRINCIPLES:

St Paul's Primary School has made rules about how students use email and the internet so that they can use it in the best way. Students must follow these rules and listen to their teacher so that ICT can be used to communicate with others and learn about things.

St Paul's Primary School has made rules about using ICT so that everyone at the school is safe and happy. Students can use ICT only if they look after it and follow all the rules about the use of ICT.

St Paul's Primary School can check all the school's ICT to make sure students are following the school rules.

PROCEDURES:

Students shall obey all of the school rules about email and the internet and take good care of the school computer equipment.

Students shall only use the school software on the schools computers. Students will not bring any software from home to install on the school computers.

Students shall only send emails with their teacher's permission.

Students shall go only to sites on the internet that a teacher has said they can use. If students find anything on the internet that makes them feel bad or uncomfortable they must click on HOME or turn the monitor off and tell their teacher.

Before students send an email they must show it to the teacher. Everything a student writes in an email or through the internet must be their best work that they would be proud to show to their parents. A student will not use email or the internet to annoy, bully or frighten anyone.

People who put information on the internet for students to read own that information. If students use anything from the internet in their own work they must check with their teacher before they copy it to make sure they have the owner's permission to copy it.

Students shall never tell anyone via email or the internet their name, address, telephone number or any other private information. Students shall not send their photograph to anyone without checking with their teacher and having a permission note from their parents.