
Digital Technologies Acceptable Use Policy

Status: Review – March, 2016

Education Sub-Committee

RATIONALE:

Digital Technologies [previously known as ICT] are the fastest growing area in education and our students need to be competent in digital technologies in order to function in society. Digital Technologies is a strand of the Technologies learning area of the Victorian Curriculum. Rolling Hills Primary School [RHPS] recognises that **responsible** use of digital technologies is required as essential knowledge for members of our society, and as future employees. Rolling Hills Primary School sees the internet and digital technologies as valuable teaching and learning resources and acknowledges that they must be used responsibly. Each child is asked to agree to use the internet and mobile technologies responsibly, at school. Parents/carers should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.

AIMS:

- To provide innovative and exciting online computer facilities that enhance student learning.
- To give students every opportunity to engage in learning using up-to-date technologies.
- To provide resources for educational purposes such as classroom related learning activities, communication and research.
- To allow students to participate in the 21st Century and the Victoria Curriculum through competent usage of emergent ICT.

GUIDELINES:

This policy needs to be read within the parameters of the other Rolling Hills Primary School ICT Policies - (ICT Copyright Policy, ICT Cyber Safety, ICT Privacy Policy, ICT Policy).

- Students are responsible for good behaviour on school computer networks as detailed in the RHPS *'Acceptable Use Agreement'* that relate to general school behaviour. General school rules for student behaviour, conduct and standards of communications will apply.
- Individual users of RHPS computer networks are responsible for their behaviour and communications over those networks. Users will comply with RHPS standards and will honour the *Acceptable Usage Agreement* that the students have signed.
- Parents and guardians are ultimately responsible for setting and conveying the standards that their children should follow when using media and information sources at home.
- RHPS will actively support the professional development of all staff to ensure the effective inclusion of digital technologies into the curriculum.
- The Victorian curriculum will provide the learning focus, curriculum and proficiencies in Digital Technology.
- RHPS will ensure that information published on the internet by students or the school under its name meets legal requirements and standards of general practice within the community in relation to copyright, safety and privacy.
- The school network is provided for students to conduct research and communicate with others. Independent access to network services is provided to students who agree to act in a considerate and responsible manner. These network services are to be accessed through the Department's web site.
- Students are only permitted to download content, apps, games (etc.), in accordance with RHPS and Department guidelines.
- Students are only permitted to download content during school hours.

IMPLEMENTATION:

- Parents and students must sign the Digital Technologies Acceptable Use Agreement form.
- Students are to report any cyber bullying to their class teacher, Principal and/or Assistant Principal, in accordance with the Cyber Safety Policy.
- Parents are responsible for setting up access and guidelines for home digital technology usage.
- Staff will incorporate appropriate use of information throughout the curriculum and class teachers will provide guidance and instruction to students in the appropriate use of such resources.
- Staff will facilitate students to enable them to access information in support of and to enrich the curriculum while taking into account the varied instructional needs, learning styles, abilities and developmental levels of students.
- Written consent will be obtained from parents or guardians before any child's photograph, written work or video footage is published on the internet.

Policies



- Staff will not include any students on social networking pages (please refer to the Department guidelines)

EVALUATION:

The Digital Technologies Acceptable Use Policy may be reviewed annually with a major review undertaken every 3 years by the Education Sub-Committee of School Council.

REFERENCES:

- [Bullystoppers Duty of Care and Supervision](http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/prindutycare.aspx)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/prindutycare.aspx)
- [Bullystoppers Interactive Learning Modules - parents](http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
(www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
- [Cybersafety guide - parents](http://www.cybersmart.gov.au/Parents.aspx) (www.cybersmart.gov.au/Parents.aspx)

SUPPORTING DOCUMENT: Digital Technologies ACCEPTABLE USE AGREEMENT.