Aims of Using the Internet at Kearsley Public School

This policy addresses the safe management and effective use of Kearsley Public School's Internet connections.

The use of the Internet in this school will:

- Enhance student’s learning opportunities and outcome in all Key Learning Areas
- Assist students and staff to develop the information and communication skills necessary to use computer and Internet effectively and appropriately
- Reflect Community values

Strategies

This policy addresses the following:

1. Developing Information and Community Capabilities
   - Students will be taught not to copy and publish any material from the Internet without first editing and acknowledging all references and sources.
   - All supervising teachers will ensure students are utilizing the Information Skill Process to conduct searches upon the Internet and are using appropriate skill to define, locate, select, organize, present and assess information.

2. The safety and privacy of students, staff and other Internet user
   - This school will not provide identifying data such as full name, address or other information that describes the personal situation or location of students, staff or community member.
   - Written permission from parents or guardians, staff and community members will be obtained before written works are published for viewing on internet sites.
   - No photographs of individual teachers, students or community members will be printed or published over the Internet without appropriate permission.
   - Students, staff and teachers will refrain from using the full name of students in any published works (unless special permission is obtained from parents or guardians).
   - Students are warned about providing personal information about themselves or others across the Internet through school or home accounts. It is very difficult to ensure that people are whom they claim to be.
   - It is the responsibility of all users to ensure that all passwords remain confidential and are known only to their rightful owners.

Code of Behaviour

Student must and sign the Internet Code of behaviour (see Attachment A).

- Students will not have access to software filtering passwords and will not bypass any such restrictions.
- Students will not give out personal information about themselves or other students such as addresses, telephone numbers, parent’s work and home address or the name and location of the school.
- Internet Relay Chats will not be permitted or entered into unless directly supervised by a teacher and written permission is gained from students’ parent/guardian and School Computer Coordinator.
- Students and teachers will inform their supervising teacher and the Principal immediately if any material is found which makes them feel uncomfortable or is inappropriate.
- Breaches of the Code of Behaviour will result in loss of access to the Internet.
- Socially unacceptable material will not be downloaded from the Internet or sent via E-mail.
- Students will not vandalise computers by trespassing in files, folders or systems.
- Students will not change setting on the computer.
INTERNET ACCESS POLICY cont

Management of Internet Access
• Students who access the Internet for E-mail will be taught ‘netiquette’ and be made aware of legal and ethical implications of inappropriate behaviour.
• Staff at this school will be provided with the opportunity to be in-serviced regarding ‘netiquette’ protocols and a range of supervisory strategies. The accepted ‘netiquette’ protocols and a range of supervisory strategies.
• This school uses a variety of strategies to restrict access to inappropriate material and handle situations where inappropriate materials are found.
• The school only uses the DET service for accessing the Internet and subscribes to all site regulation and blocking systems that the department provides.
• The Computer Co-ordinator will have details regarding location and supervision of the Internet accounts.
• Requests for Internet searches will be discussed with the supervising teacher and students must be proficient in the information skills process.

Legal Requirements and Copyright
Any material accessed from the Internet should be acknowledged. All current copyright provisions should be adhered to.

Review and Revision
This policy will be reviewed as necessary, in line with the school’s ongoing and planning and reporting process, by the school’s Technology Committee and endorsed by the school staff and School Council.

~~~~~~~~~~~~~~   KEARSLEY PUBLIC SCHOOL STUDENT CONTRACT ~~~~~~~~~~~~~~~

Name: _________________________________                     Date:_____________
Class: _________________
I understand that the use of the Internet at Kearsley Public School is a privilege. I also understand that the Internet can provide access to information on computers around the world and that a small part of that information can be illegal, dangerous or offensive.

CODE OF BEHAVIOUR
You may:
☺ Find and or print information required for your school work and, with teacher approval, download files containing information or software relevant to your school work where this does not breach the copyright laws.
☺ With teacher approval share information relevant to your school work with students and teachers in other schools.
☺ Act in a responsible manner with all the hardware and computer software.
☺ Abide by netiquette protocols.

You may not:
• Reveal personal information about yourself (address, telephone number).
• Send or display offensive messages or pictures (including obscene language or language that may harass, insult or attach others).
• Send E-mail without approval from a teacher.
• Download any data including computer games without teacher approval.
• Damage computers by spreading viruses or changing system configurations.
• Violate any laws, especially those related to copyright and privacy.
• Trespass in other files, folders or systems.
• Intentionally waste limited resources, including time.
• Use the Internet for any purpose not associated with your enrolment at Kearsley Public School.

Signature: ________________________________