

POORAKA PRIMARY SCHOOL - INTERNET USERS POLICY

Acceptable Users Policy

For student use of the Internet

The Internet is a worldwide network of computers, which enables teachers and students to:

- Access and evaluate current information, news and resources from libraries, educational and government agencies
- Develop literacy and writing skills
- Enhance communication and information skills

The Internet is a valuable educational tool. It is the aim of Pooraka Primary School to teach and encourage students to use the Internet to enhance classroom learning programmes.

The Internet will be available for staff and student use, utilising search and e-mail functions through the school-computing network.

All students will be provided with an e-mail address and password protected log-on access to our school community's Intranet network and the Internet.

Students will have access either individually or in small groups under staff supervision. Searches of the Internet will be undertaken as part of planned curriculum units of work or clearly defined requests for information.

Guidelines for Student Use of the Internet

Privacy

Network storage areas are private spaces and are treated as such. The network administrator will maintain the system integrity and ensure that students are using the system within the school's guidelines.

Illegal Copying

Students must not download or install any commercial software or free-ware onto the school network or disks. Students will not copy other people's work or access other people's files or make copies of the school's software. Nor will they download or install any software onto the school's computers or onto personal disks for home use.

CYBER-SAFETY

Pooraka Primary School is committed to being a cyber-safe learning environment. For further information about cybersafety please access the government Cyber Smart web site <http://www.cybersmart.gov.au/Parents.aspx>.

Social networking sites such as Facebook and Twitter have age limits and clear guidelines on their appropriate use. See <http://www.facebook.com/help/> or the help centre of these sites for more information.

It should be noted that if a student who is enrolled in a school behaves online in a manner that threatens the wellbeing of another child, student, parent or member of the school community, even if this occurs off-site and/or

out of school hours, the Principal has the authority under the Regulation pursuant to the Education Act 1972 to suspend or exclude a student from attendance at school.

If the Principal suspects an electronic crime has been committed, this must be reported to the South Australian Police Department (SAPOL). Where there is a further reasonable suspicion that evidence of a crime, such as an assault, is contained on a mobile phone or other electronic device e.g. laptop, the device will be confiscated and handed to the investigating police officer. SAPOL will determine any further action.

Inappropriate Materials and Language

No **inappropriate language or other communication will be used or accessed. Students must only view, send or access appropriate material.

If inappropriate material is accidentally accessed it must be reported to the supervising staff member immediately.

Student Instruction

Students will receive instruction in:

- Basic skills of access and guidelines for appropriate use
- Skills for locating, selecting and using information
- Using e-mail
- An understanding of copyright as it applies to the Internet

Students will be:

- Responsible for their behaviour when using computers and the Internet
- expected never to access, keep or send anything that is inappropriate
- Expected to comply with guidelines for use of the computer network and rights of access may be denied if these are abused

Students will not be identified by their full name on any documents published on the Internet without parent permission. Close up photos will also only be used with parents consent.

** "Inappropriate" language or other communication in the spirit of this document can be interpreted as meaning that language, (written or spoken), or other pictorial, sound, video or graphic communication that is unsuitable and unfitting in a primary school setting and/or generally held to be outside the bounds of common decency within the wider community.