ACCEPTABLE USE POLICY and Guidelines for Access to the Internet and Email.

PURPOSE:

Wattle Park Primary School provides access to the Internet and email as part of the integration of Information Technology into the learning environment. We recognise that this access raises issues concerning supervision and the types of images and personal information that can be accessed. The following policy has been developed to address these issues and provides clear and concise guidelines for the use of the Internet and email at Wattle Park Primary School.

IMPLEMENTATION GUIDELINES

Accessing and Publishing Material:

• Access to the Internet is a privilege, not a right. Access entails responsibility and all students and their parents will be asked to read, discuss and sign a copy of the ‘Wattle Park Primary School Internet Code of Conduct’.
• This agreement will aim to ensure that parents and students are aware of their responsibilities with regard to the appropriate use of the internet.
• Use of the Internet by students at Wattle Park Primary School will be for educational purposes only. Access to the internet will be used for research, project and learning activities directly related to the curriculum.
• Student access to the Internet will be supervised to ensure that it is being used appropriately and to prevent students from accessing inappropriate material. A sensor management mechanism will be put in place to ensure that where possible, student access is limited to relevant materials.
• Students are only to download files under the supervision of teaching staff. All files downloaded must be virus checked prior to being opened.
• Inappropriate use of Internet/email access will result in the student being banned from using the computers for a period of time as determined by the teacher.

Confidentiality:

• Signed parent consent is required in order to publish work, photos or videos on the Internet.
• In some circumstances some monitoring of email may occur to address concerns of misuse.
• Privacy of students, parents and staff must be recognised and respected at all times. Student’s work should only be identified by the individual’s first name and last initial eg. Kate B.

Email Access:

• Students email access will be through a password protected system. Personal identification such as students’ full names, home addresses will not be given out.
Wattle Park Primary School

Internet Access
Student Code of Conduct
Junior School

• I agree to allow my child to access the Internet within areas specified that have been previously viewed by a teacher or are available through sources approved by the school.

• I understand that a teacher will approve all incoming email correspondence before being given to a student.

• I understand that adequate supervision will always be provided when my child is using the Internet.

• I have explained to my child that he/she should click on the ‘Home’ button and inform the teacher is he/she encounters any material on the web that makes him/her feel uncomfortable.

• My child is aware that he/she should never give out personal information, including their phone number, last name or home address when using the Internet.

I give permission for my child ____________________ to use the Internet at Wattle Park Primary School.

Parent /Guardian Signature: ________________________________

Date:____________________________________________________