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
Senior School

• I agree to use the Internet and email at Wattle Park Primary School in a responsible manner.

• I will only use the Internet as part of my education and I will only access information that is useful to me in my studies.

• If I find myself in unsuitable web pages or sites that make me feel uncomfortable I will immediately click on the ‘home’ or ‘back’ button and tell my teacher.

• I will always check with my teacher before publishing any work on the Internet, sending an email or downloading files.

• I will not publish material from other people’s web sites unless I have permission from the author of the material.

• I understand that not following the rules will mean that I will lose my Internet access rights for a period of time determined by my teacher.

Student’s Name: ____________________________________________________

Student Signature: __________________________________________________

Date: ______________________________________________________________

Parent /Guardian Agreement

I agree to allow my child ____________________ to use the Internet at Wattle Park Primary School for educational purposes in accordance with the Student Code of Conduct above.
I have read and discussed the above with my child.

Parent /Guardian Signature: ____________________________________________

Date:________________________________________________________________