



Procedures for Appropriate Use of Computer Resources

This form, once read and signed must be returned to the School Office – thankyou.

Rationale

In educating students for a rapidly changing world it is important for them to learn how to use technology constructively and responsibly. The Internet is a global network, linking computers at universities, schools, government departments, businesses and homes. On the Internet, one can access information and communicate with people all over the world through web sites, discussion forums, as well as through electronic mail.

Purpose

Use of the Internet will provide many direct and indirect benefits to students. These include:

- access to vast libraries of information from sources throughout the world
- the ability to interact and collaborate with other students and knowledgeable adults
- the acquisition of knowledge and skills that will be useful throughout their lives
- the opportunity to publish their own material to a wide audience

As a communication medium, the Internet's potential is boundless. However, although the Internet is of significant educational value, care needs to be taken with its use in order to exploit efficiently, effectively and appropriately this potential. Internet access should primarily be used for educational purposes.

Broad Guidelines

The use of the Internet will be developed as part of the overall learning program. Students will have access to the World Wide Web and Email through the school's networked computers. Although student use of the Internet will be derived from the educational context, it is possible they may come across material on the Internet that is not in accord with the school or family values. As a school we address appropriate Internet access with students and we would encourage parents to discuss these matters with them also.

Student Responsibilities

As with all resources provided by Beaumaris, the school's Internet connection is for educational purposes. The most important prerequisite for Internet use is that the students take full responsibility for their own actions and their effect on others. It is the student's responsibility to:

- not deliberately seek, create, post, email or reproduce materials or communications that are offensive, abusive, obscene, inappropriate, intimidating, or of a bullying nature
- not post messages and attribute them to other users or
- not interfere with, harm or destroy the computer work of any person
- not break copyright law by copying and/or redistributing another's work
- not copy the ideas of others and present them as their own (plagiarism)
- not access internet chat and instant messaging services for safety reasons
- refrain from excessive printing
- not reveal information including full names, addresses and telephone numbers about themselves or others
- acknowledge appropriately downloaded material used in preparing work

Conclusion

With a student computer network over 100 computers being used daily we rely heavily on students to act responsibly and utilise computers and the Internet as an integral part of our 21st Century learning environment.

ACCEPTANCE USAGE POLICY

For the use of Beaumaris Primary School learning technology resources:

For students to continue using computer facilities at Beaumaris Primary School, they must sign this contract which binds them to the conditions for Student Responsibility. If students break any of the conditions, appropriate penalties will be applied.

Student name: _____ **Class:** _____ **Year:** _____

I have read and agree to obey the guidelines and conditions in the school's Policy for Appropriate Use of Computer Resources.

Signed Student: _____ (or parent signature on behalf of student)

Date: _____

This section must be completed by the parent or legal guardian of the student:

I, the parent or guardian of _____ have read and understand the *Policy for Appropriate use of Computer Resources*. I agree that my child shall observe these guidelines and conditions.

If you wish to restrict information about, or pictures of your child being used in school internet activities, please contact the school in writing. The school will at all times attempt to ensure compliance with these requests, but it must be recognised that accidental inclusions may occur with large website events (such as photos of massed school activities). In such cases, it is important that the school is immediately informed of the offending web page so changes may be made.

It is also the responsibility of students to notify the Curriculum Services Deputy that an unauthorised picture or name has been posted on the website.

Signature of parent or legal guardian: _____

Date: _____