



Rationale

The term 'Information & Communications Technology' is applied to various forms of technology & communications apparatus including: computers; scanners; video conferencing units; smartboards; digital cameras; listening centres; audio and broadcasting systems; and the Intranet and Internet. As ICT in general is part of everyday life we need to ensure that all users acquire knowledge, understanding and the ability to use various forms of ICT throughout the curriculum.

Purpose

1. To create a climate within the school in which staff and pupils become comfortable and confident with ICT and its uses.
2. To establish developmental guidelines ensuring a coherent progression from K–7.
3. To ensure awareness of the availability of hardware and software in the school and organise these resources to address differing developmental and special educational needs.
4. To create opportunities for staff and students to acquire necessary ICT skills that enhance teaching – learning relationships.
5. To establish responsibilities and procedures that promote effective and safe practices.
6. To ensure awareness of Copyright, Data Protection and Obscene Publications Acts.

Broad Guidelines

The Role of the School: The school undertakes a commitment to provide appropriate physical and financial resources to facilitate the successful incorporation of ICT throughout the curriculum. In addition, the school will promote and support: the up-skilling of the school community; compliance with legal requirements; and the effective inclusion of ICT into the school's curriculum, through its planning and procedures.

The Role of the Staff within the school: The school expects that each staff member will integrate ICT throughout the curriculum (as with any other curriculum resource) and provide guidance, supervision and instructions to students in the appropriate use of such resources. Staff will facilitate student access to curriculum information resources appropriate to the individual student instructional needs, learning styles, abilities and developmental levels.

The Role of Parents: Parents and guardians are also responsible for setting supervision and access standards that their children should follow when using media and information sources in accordance with current legislation requirements and school policy and procedures.

The Role of Students: Students are responsible for appropriate use of ICT, in compliance with specific Acts and school procedures. Communications on the information networks are public and general school rules for student behaviour, conduct and standards will apply. Individual users of the school computer networks are responsible for their behaviour and communications over those networks. Students will comply with school standards and will honour the agreements they have signed.

Conclusion

Responsibilities and requirements are to be displayed near ICT access for the whole school community. Lack of compliance may result in loss of access, disciplinary consequences or legal action.