

**FARM COVE INTERMEDIATE SCHOOL
ACCESS TO NETWORKED INFORMATION RESOURCES
NAG 1 - POLICY**

A broader range of information from a wider range of sources is now available. Telecommunications open classrooms to publicly available resources that have not been screened by educators.

RATIONALE

Telecommunications, electronic information sources and networked services significantly alter the information landscape for schools by opening classrooms to a broader array of resources. In the past, instructional and library media materials could usually be screened prior to use by committees of educators and community members. Telecommunications, because they may lead to any publicly available file server in the world, will open classrooms to electronic information resources which have not been screened by educators for use by students of various ages.

The Board of Trustees bears responsibility for the manner in which access to electronic information services and telecommunications are provided and managed.

GUIDELINES

- The Board supports access by students to rich information sources along with the development by staff of appropriate skills to analyse and evaluate such resources. In a free and democratic society, access to information is a fundamental right of citizenship.
- Electronic information research skills are now fundamental to the preparation of citizens and future employees during an Age of Information. The Board expects that staff will blend thoughtful use of information resources throughout the curriculum and that staff will provide guidance and instructions to students in the appropriate use of such resources.
- Access to telecommunications and electronic information sources is provided to enhance the delivery and achievement of curriculum learning outcomes.
- Students are responsible for good behaviour on the school computer network just as they are in the classroom and in the playground.
- The network is provided for students to conduct research and to communicate with others. Access to network services will be provided to students who agree to act in a considerate and responsible manner.
- Providing students with access to a vast amount of information and the ability to communicate with people throughout the world necessarily raises concerns that students will be exposed to unsuitable ideas or material. Teachers and students will follow specific practice guidelines when using the Internet and the Board will provide parents with information about the school's policy and practices and

provide an option for parents to request that their child not be allowed to access the Internet at school.

- Before students can access the Internet at school, students and their parents/caregivers must sign an acceptable use agreement in which appropriate standards for ethical computer network interactions are defined. A policy statement and a code of conduct will form the basis of the documentation to which the caregiver and the students agree.
- All staff, whether part-time, full-time, teaching or non-teaching, are allowed access to the Internet in accordance with the following provisions.
- The purpose of Internet use is:
 - To provide information for students or teachers that will lead to a better understanding or subject matter.
 - For the professional development and upskilling of staff.
 - To contact others on school business or to request information to the benefit of the school.

APPROVED BoT:

Principal:

DATE:

REVIEW DATE: 2019

FARM COVE INTERMEDIATE (Yellow form)

STUDENT COMPUTER AND INTERNET ACCEPTABLE USE AGREEMENT

I understand that:

- The only purpose for devices at school is to support teaching and learning.
- The school will do its best to keep me safe while using global information systems.
- I know that I am not permitted to access material through the internet that is offensive (eg. pornographic), dangerous, inappropriate at school or illegal. I am forbidden to pass on such material by copying storing and printing it.
- If I use email at school, I am not permitted to send any messages that are offensive, dangerous, inappropriate at school or illegal.
- I may use the internet or email at school as appropriate under the guidelines of the school.
- The school may use unnamed examples of my school work and images of me taking part in school activities for educational purposes.
- I will not allow other students to use my personally owned mobile device.
- I am able to bring my phone to school but it must be used outside of school hours and I am to be responsible for my phone and bring it to school at my own risk.

I understand how important it is to:

1. Take care of Information Technology resources

- Be careful with equipment;
- Respect the copyrights on software that prohibit copying;
- Use only school software on school IT tools;
- Use only apps approved by the school on my mobile device while at school.

2. Be considerate of other users

- Share available school-owned equipment;
- Take care not to scan or display graphics, record or play sounds or type messages that could cause offence to others;
- Remove immediately from the screen any material that would not be allowed at school that I accidentally come across, and tell the teacher straight way.

3. Be responsible for privacy and security

- I will not give anyone on the internet information about myself or anyone else – this includes addresses, phone numbers, photographs or credit card information;
- I will tell the teacher if I come across a virus or security problem.

I have read the Farm Cove Intermediate Internet Acceptable Use Agreement and agree to abide by the rules set out in this document.

Name of Student _____ Area _____ Home Group _____

Student's Signature _____ Date _____

PARENT/GUARDIAN/CAREGIVER

As the parent/guardian/caregiver of the above student I have read the agreement relating to the use of the internet in the school and I understand that the intention of the use of the internet in the school is for educational purposes. I understand that Farm Cove Intermediate School has taken precautions to make internet use as safe as possible for all users.

I consent to my child using the internet at Farm Cove Intermediate. Yes / No

I agree to support the school in any action it may require to ensure the terms and conditions of use as described in the agreement are enforced. Yes / No

Parent's Name and Signature _____ Date _____

**FARM COVE INTERMEDIATE SCHOOL
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PROCEDURES

- All students, teaching and non-teaching staff, and each class has a unique username and password that allows specific access to the network, and is also used as an e-mail address.
- Student hours are restricted. Teachers' hours are not restricted.
- Internet use is to:
 - provide information for students and teachers that will lead to a better understanding of topic material
 - assist in the professional development of teachers, and
 - provide contacts for school business and for the benefit of the school.
- Prior to accessing the Internet at school, students and their parents/caregivers, must sign an acceptable use agreement which defines ethical network interactions.
- Support for teacher use is available.
- Students will be taught how to access and evaluate information sources.