



# Computer and Internet Acceptable Use Policy

## Introduction

Computers and the internet are a wonderful resource that adds another dimension to topics being studied in class. The internet allows students to collect and share information and communicate and collaborate with people from around the world. The internet offers facilities that can enhance students' learning opportunities and outcomes in all key learning areas and generic skills.

In addition to the information available from the internet, the school also has an opportunity to publish its own website providing the benefits of developing literacy, writing and critical thinking skills. It should be noted that while the internet possesses vast stores of information and educational resources, there are also undesirable aspects of the internet including:

- Socially and culturally inappropriate material
- Offensive material
- Gambling sites
- Misinformation

The NSW Department of Education and Training provides the internet service free of charge to schools. In order to maintain a safe and appropriate environment for students accessing the internet, all internet access at school is filtered automatically

at the service provider to prevent known undesirable sites from being accessed. In addition to the filter, access is given under teacher supervision, but this supervision may not always be direct.

### Code of Behaviour

It is the school's policy that internet access is to be for educational purposes only. The following outlines the school's code of behaviour.

#### Publishing on the internet

Communication through e-mail and via the school's internet website is treated as a form of publishing.

Students must gain teacher approval for publication.

It is the school's policy that no student will be identified by full name and no student's contact details are to be published.

Students will observe the rules of "Netiquette".

#### Downloading information and signing up for services

Students will not knowingly access or attempt to access sites that are inappropriate or not of an educational nature.

Students must gain teacher approval before downloading software, screensavers and other utilities not essential to browsing the internet.

Students must not sign up for any services available on the internet without first gaining teacher approval.

#### Receipt of inappropriate internet material

In the case of an inappropriate site or image being displayed on a computer, the student must immediately turn off or minimise the screen and quietly report it to the teacher. All inappropriate sites will be reported to the Department in order to have them included in the filter.

#### Equity of access to the internet

All students with parental permission will be given the opportunity to use the internet as part of their classroom studies as appropriate.

#### Copyright issues

Any material accessed and utilised from the internet will be acknowledged and copyright respected.

#### Treatment of equipment

The school endeavours to provide a range of up to date computers and software for the use of all students. Students are expected to treat the computers and associated equipment with due care and respect. This will help to ensure that all students have access to functional, reliable computers.

Students are not to download, install or run any programs or executable files onto school computers without the permission of the network administrator.

#### The Consequences

Breaches of the Code of Behaviour will result in loss of access to the internet or punishment as specified in the School's Discipline Policy.

Deliberate damage to equipment or software will result in students having their access to computers withdrawn. Students who deliberately damage computer technology will be expected to pay for repairs arising from that damage.

# SYLVANIA HIGH SCHOOL

## Computer and Internet Code of Behaviour Agreement

I have read and discussed the issues raised in this school's Computer and Internet Acceptable Use Policy with my child and agree to the following:

Student Name: \_\_\_\_\_ Year: \_\_\_\_\_

- I allow my child to access the internet at school abiding by the Code of Behaviour
- I allow my child's work to be published on the school's website
- I allow photographic and video images of my child to be used for legitimate school purposes (eg website, class projects, school promotion, newsletter) and to the storing of these images in hard copy and electronic forms
- I understand that students who deliberately damage software or hardware of SHS computer systems will have their access to computer technology withdrawn
- I understand that student who engage in cyber bullying or related activities will have their access to computer technology withdrawn and they will be dealt with under the SHS Welfare and Discipline Policy.
  
- All of the above

Please tick all that you agree to – if you do not wish your child to access the internet at school, do not tick any box, sign and return the form to school.

Student's Signature: \_\_\_\_\_

Parent/Carer's Name: \_\_\_\_\_

Parent/Carer's Signed: \_\_\_\_\_ Date: \_\_\_\_\_