

Bligh Park Public School

Acceptable Use of Digital Technologies Policy



The NSW Department of Education has provided Bligh Park Public School with access to the internet/email using a range of digital technologies. The sole purpose of this access is to support education by providing students and staff with access to unique resources and an opportunity for collaborative work. All use of digital technologies at Bligh Park Public School must be in support of and consistent with these educational objectives. All students who use digital technologies at Bligh Park Public School are expected to read this policy. Teachers will continually reinforce responsible use of technology in all settings. Students should keep in mind Bligh Park Public School's expected behaviours of being **safe, respectful & responsible** learners.

Internet/email/virtual classrooms

The internet is a vast, global network, linking computers through many different avenues. Through the internet, one can communicate with people all over the world through electronic mail (email) and the world wide web (www). Virtual classrooms allow communication, questions and discoveries to be shared across an approved group of users, ie a class or the school. Due to its enormous size and resources, the internet's educational potential is boundless. The 'acceptable use of digital technologies policy' provides guidelines that are intended to ensure that students and staff use this valuable resource in a safe and appropriate manner.

Digital technologies are a privilege

The use of digital technologies at Bligh Park Public School is a privilege. Inappropriate use, including any violation of this policy, may result in the cancellation of the privilege for a specified period of time. The Bligh Park Public School Principal is the delegated authority to determine appropriate use and may deny, revoke, suspend or cancel any user privilege at any time, based upon the determination of inappropriate use by any student or staff member. The usual consequences as set down in the Bligh Park Public School fair discipline policy will apply to any unacceptable use of digital technologies.

Conditions and rules for use of digital technologies

All users are expected to abide by the generally accepted rules of using technology and safe network etiquette. These include, but are not limited to the following:

- Be polite, do not get abusive to others.
- Treat all technology respectfully and with care.
- Report any damage to technology immediately to teachers.
- Use appropriate language, do not swear, use rude or any other inappropriate language. Do not engage in activities which are prohibited under state and/or federal law.
- Do not reveal your personal address or phone number or those of other students or colleagues
- all communications and information accessible by the internet should be assumed to be private property.
- Use for commercial activities is generally unacceptable. Use for product advertisement or political lobbying is also prohibited.

Student's individual responsibility

All students' use of the internet/email is to be conducted under staff supervision, however staff members are not always able to monitor every student simultaneously. Students are expected to take individual responsibility for their appropriate use of the internet/email.

Level of student access

Bligh Park Public School is providing students with access to the NSW Department of Education intranet. This is basically a mini internet which blocks undesirable material from access by students. Students will also have access to the internet through the student portal and virtual classrooms. However, before a student may access the intranet they must be familiar with this policy. Students from K - 6 will take part in a discussion of this policy with their teacher before access will be authorised. Teachers will then be asked to sign a statement indicating that they have had such a discussion with their class.

No warranties

Bligh Park Public School will not accept any responsibility for any damages a user suffers, including loss of data resulting from delays, non-deliveries, mis-deliveries or service interruption caused by negligence, or by the user's errors or omissions. The school denies any responsibility for the accuracy or quality of information obtained through its service. All users need to consider the source of information and consider how valuable that information may be.

Security

- Users should protect their password and not allow others to use it. This will ensure system security and the privilege of continued use of the system.
- If you feel you can identify a security problem on the internet, you must inform the classroom teacher. Do not demonstrate the problem to other users.
- Do not use another user's address without express written permission of the address holder.
- Attempts to log into the internet as the system administrator may result in the cancellation of user privileges.
- Any user identified as a security risk for having a history of problems with other computer systems may be denied access to the internet/email.

Vandalism and harassment

Vandalism is defined as any malicious attempt to harm, modify or destroy physical technologies or the data of another user. This includes but is not limited to, the uploading or creation of computer viruses. Harassment is defined as the persistent annoyance of another user, or interference with another's work. Harassment includes but is not limited to, sending of unwanted messages. Vandalism and harassment will result in the cancellation of user privileges.

Procedure for use

- Students must always get permission from their teachers before using digital technologies and must follow written and oral classroom instructions.
- All users have the same rights to use the equipment. Therefore, users shall not play games or use the computer resources for non-academic activities when other users require the system for academic purposes.

Controversial material

Users may encounter material which is controversial and which users, parents/carers, teachers or the system administrator may consider inappropriate or offensive. However, on a global network it is impossible to completely control the content of data and an industrious user may discover controversial material. It is the user's responsibility not to initiate access to such material.

Changes to the policy and agreement

Bligh Park Public School reserves the right to change any section of the policy and agreement at any time.