

## **Doncaster Gardens Primary School Internet Policy**

### **Philosophical Basis:**

The Internet provides a vital resource for learners, and appropriate access to this technology will be made available to all students and staff. This policy should be read in conjunction with the Doncaster Gardens Primary School Online Safety Policy.

### **Guidelines:**

- Access to the Internet will be made available to students and staff throughout the school.
- As digital technology advances, safety procedures will be continually developed and reviewed to protect the students while using the Internet, including updating the Internet filters.
- Parental permission will be gained before students can use the Internet, in the form of an Internet Code of Practice and Internet Acceptable Use Agreement. Students will be required to sign the Internet Acceptable Use Agreement at the beginning of Year 3.
- Students' Internet access at Doncaster Gardens Primary School will be supervised by a staff member.
- Students will be encouraged to follow instructions and stay on task at all times when accessing the Internet.
- This policy operates in conjunction with the 1:1 iPad Program Parent Handbook which incorporates the Acceptable Use Agreement.
- Users must use the Department's ICT (Information and Communications Technology) resources professionally and appropriately at all times.
- Users should remember that Departmental ICT resources are provided to staff for business purposes and to enhance effectiveness and efficiency at work.
- The Department's ICT resources must not be used for unlawful, offensive or otherwise improper activities. For example, they must not be used:
  - for material that is pornographic, hateful, racist, sexist, abusive, obscene, discriminatory, offensive or threatening
  - to stalk, bully, harass, defame or breach copyright.
- ICT resources can be used for personal use during breaks if it is not excessive and is within the acceptable use policy.
- An authorised person (e.g. a principal, a regional director, a deputy secretary) can monitor the use of the Department's ICT resources if they have a valid reason for doing so.
- If inappropriate content on a Department computer is discovered, it should be reported to the Principal.
- A breach of the policy is regarded seriously. Depending on the seriousness of the breach, termination of employment is a possible outcome.

### **Implementation:**

- In the ICT Centre and in classrooms students will have opportunities to access the Internet for the purposes of searching for current information and resources, and to participate in interactive online activities.
- Students will only be allowed to access the Internet under teacher supervision. All Internet applications, used for school purposes, will be managed by staff. Online platforms will be private and only accessed by appropriate staff and students.
- Teachers will revisit the Internet Code of Practice with the students on a regular basis.
- Students will be taught that plagiarism is not permitted, and that they are expected to acknowledge the sources of information they have acquired on the Internet.
- No students' identifying information such as full name, home address, age or phone number will be permitted to be published on school websites or school endorsed websites with unrestricted access.
- Student communications via email and online messaging at school will be strictly limited and only permitted when directly supervised by a teacher.
- Internet games accessed by students should relate directly to the classroom or specialist curriculum, and not be used as a 'free time' activity. Students will only be allowed to play Internet games with explicit teacher permission and supervision.

- Students are discouraged from personally joining social networking websites when their age or other factors do not permit them to do so.
- Any form of cyber bullying is strictly forbidden. Students who engage in such practices outside the school are primarily the responsibility of their parents; however the school may intervene if deemed to be appropriate, or if there are implications for the school or other students.
- Images of students will not be placed on the Internet by school staff without parental permission.
- Students are not permitted to upload images (including videos) of themselves or other students at school to any website without the knowledge and authorisation of a teacher.
- Tethering and connecting to unauthorised wi-fi hot spots are not acceptable for students at Doncaster Gardens Primary School.
- Students at school are not permitted to access the Internet through connections external to the Doncaster Gardens Primary School network.

**Evaluation:**

- Any reports of students using the Internet inappropriately will be investigated and recorded.
- Ongoing evaluation in terms of policy review will be carried out.
- This policy will be reviewed annually.

**Related Policies:**

- Child Safety Policy
- Duty of Care Policy
- Online Safety Policy
- Student Engagement Policy
- Wellbeing and Discipline Policy
- Mobile Devices and Management Policy

**Related Procedures:**

- Internet Acceptable Use Agreement
- Internet Code of Practice
- iPad Handbook