



The Assumption School

Student Digital Citizen Policy

February 2017

1.0 Rationale

The purpose of Information Communication Learning Technologies (ICLT) at The Assumption School is to:

- enhance student learning opportunities;
- promote student achievement;
- acknowledge and accommodate the different stages and styles of student learning in the implementation of the curricula;
- support student/school communication.

This policy is a demonstration of our commitment to the development of skills and attitudes in the use of computers, mobile devices and the Internet and emerging technologies for staff and students. Through the implementation of this policy, we are educating our students in being responsible digital citizens.

Information Communication Learning Technologies are any electronic device or related applications which allow users to record, send, access or receive information, in textual, audio, image or video form. These may include computer systems, tablet computers and related applications such as email and the internet and emerging technologies; discussion forums, chat rooms, blogs, network sites, podcasts, instant messaging systems, mobile phones, video or still cameras and audio recording devices.

2.0 Aims

- Ensure the safety of users.
- Educate students, parents and staff about the acceptable use of computers, tablet computers, the Internet and emerging technologies.
- Have specific guidelines for the use of Information Communication Learning Technologies.
- Educate students and parents about what appropriate and inappropriate use of Information Communication Learning Technology is, and provide guidelines and suggestions to support them to use it safely. A Digital Citizens Information Communication Learning Technologies Agreement is signed by all students and parents. These are filed (see relevant form).
- Support teachers and staff in providing professional development around cyber safety for students and internet and emerging technologies awareness presentations.

3.0 Implementation

3.1 Acceptable use includes:

- Developing skills and acquiring new knowledge and understanding.
- Being responsible for the development of our own learning.
- Helping others to use the computer to acquire correct information or learn new skills.
- Developing social skills (digital citizenship) and correct online etiquette.
- Learning to respect the rights and privacy of others.
- Reporting to the teacher when a site is found that makes the user uncomfortable or sites they know to be inappropriate.
- Following the teacher's directions when using Information Communication Learning Technology, the Internet and other technologies.
- Using communication tools such as email, blog posts and class web pages responsibly and using them for learning purposes only.

3.2 Unacceptable use includes:

- Accessing sites without educational value in our school situation or which are inappropriate.
- Knowingly engaging in any activity, which may interfere with the working or other use of the Information and Communication Technology.
- Giving out own or other people's personal details including name, address or email address or any other classified information.
- Publishing any teacher's or student's photo without their permission.
- Downloading or printing material from web without checking the copyright of the site or acknowledging the source.
- Altering any of the school computer settings which may interfere with the running of the network.
- Using games, CD ROMs or other storage devices containing personal (other than school projects/research materials) or downloaded items or devices brought from home, or personal email accounts from home such as Gmail, Yahoo, Hotmail on the school computers/tablet devices.
- **Cyber bullying** - bullying through information and communication technologies, such as mobile phone text messages, emails, phone calls, internet chat rooms, instant messaging and social networking websites.

3.3 Consequences of improper use may include:

- Loss of access privileges for a period of time
- Informing parents/carers
- Legal action

4.0 Evaluation

The Principal, with delegated responsibility to the Leadership Team will be responsible for the planning, implementation and review of this policy.