

## **INTERNET, MOBILE DEVICES & ESMART USER POLICY BADEN POWELL COLLEGE P – 9**

### **RATIONALE:**

- The internet and mobile devices provides students with extensive opportunities to access information engage in discussion and communicate with other students, experts, organisations and groups world-wide to increase their knowledge, skills and understandings to support their learning.
- The Internet and mobile devices provides staff with opportunities to build professional capacity, communicate globally and access educational content in support of student learning, professional learning and college administration.

### **AIMS:**

- To improve student learning outcomes by increasing access to worldwide information.
- To enhance teaching and learning opportunities for students and staff.
- To develop skills in appropriate internet and mobile device use.

### **IMPLEMENTATION:**

- The Internet service provided at Baden Powell College P – 9 will only be used for educational purposes by students, staff and the community. Costs may be charged for breach of the Internet for personal use (that is non-educational) by any user unless special permission is given by either the Principal or the ICT (Information Communication Technology) Manager for a specified personal purpose.
- Access privileges may also be suspended for any user by the ICT (Information Communication Technology) Manager if a user excessively accesses the Internet for non-educational purposes.
- Misuse of mobile devices will warrant consequences deemed necessary by the college.
- All students and staff at our college will have censorship filtered internet and email access. All students and staff will have their own password protected internet account and log on. Such access is a privilege that infers responsibility, and not simply a right to be expected.
- The ICT (Information Communication Technology) Manager will liaise with staff and the technical support technician to manage all email access, maintenance of the college's web site, web filters, and all other issues related to internet access by students.
- The Internet will only be accessed using college equipment via the college network, through the Department of Education and Early Childhood Development (DEECD) internet service provider Netspace. Access for students to the Internet is prohibited through other sources not owned by Baden

Powell College which bypass our service provider and their corresponding strict educational filters. e.g. Mobile phones.

- The college does not approve any student accessing personal content through mobile devices whilst on the school network and appropriate action will take place accordingly.
- The college will ensure that information published on the Internet by students, staff or other college members is of a high standard, and meets legal requirements and standards of general practice within the community in relation to copyright, safety, privacy and decency.
- Guidelines on access rights will be defined for different user levels. Restricted access shall be available to guest users for specific purposes only.
- All students shall be responsible for notifying their teacher of any inappropriate material so that access can be restricted immediately.
- Any deliberate misuse of mobile devices while at school will incur a consequence deemed appropriate by the college.
- All staff shall be responsible for notifying the ICT (Information Communication Technology) Manager of any inappropriate material so that access can be restricted.
- Consequences of publishing, accessing or failing to notify the ICT (Information Communication Technology) Manager of inappropriate material shall include the removal of access rights.
- A signed parent and student consent form (see below) is required to be completed in order to gain access to the internet, use mobile devices, or to publish work, photos or videos on the internet.
- Privacy of students, parents, staff and other users must be recognised and respected at all times. Students will not be identified with photos unless permission is given, and only group photos will be used.
- Teachers shall be responsible for making sure all work is screened for accuracy, appropriateness, grammar and spelling prior to publishing.
- All reported cyberbullying incidents will be appropriately investigated and appropriate consequences will be given where deemed necessary.

#### **EVALUATION:**

- This policy to be reviewed as part of the college's two year review cycle, individually, in teams and with the community in 2019.

# Internet Usage Student Agreement

**(Early Years – 2017)**



BADEN POWELL COLLEGE

I agree to allow my child to access the Internet within areas specified that have been previously viewed by the classroom teacher or quality assured and available through Department of Education and Early Childhood Development (DEECD) web site or other sources approved by the college.

I understand that all incoming e-mail correspondence will be filtered before being given to students.

I expect that adequate supervision will always be available when my child is using the Internet.

I have explained to my child that he/she should click on the Home button and inform the teacher if he/she encounters any material on the web that makes him/her feel uncomfortable at any time.

My child is aware that he/she should never give out personal information, including their phone number, last name or home address when using the Internet.

Mobile devices are to be used strictly for educational purposes and not for personal use during school hours, in accordance with our user policy.

I promise to use the internet and any social media strictly (Edmodo, classroom blogs) for educational purposes.

I give my permission for (Child's Name): \_\_\_\_\_ to use the Internet at Baden Powell College.

Parent or Guardian's Name (please print): \_\_\_\_\_

Parent or Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name (please print): \_\_\_\_\_ Class: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Internet Usage Student Agreement (Middle Years – 2017)



BADEN POWELL COLLEGE

I agree to use the Internet in a responsible manner, but if I find myself in unsuitable locations I will immediately click on HOME or turn the monitor off and inform the teacher.

When using the Internet at Baden Powell College I will:

- Only work on the web for purposes specified by my teacher.
- Not give out personal information such as my surname, address, telephone number, parents' work address/telephone number etc.
- Never send a person my picture without first checking with my teacher.
- Always have my teacher's permission before sending e-mail.
- Compose e-mail messages using only language I understand is acceptable at my college.
- Not respond to any messages that are unpleasant or that make me feel uncomfortable in any way. It is not my fault if I get a message like that.
- I will not use material from other web sites unless I have permission from the person who created the material. If I am unsure I will check with my teacher.
- Not use the Internet to threaten, provoke, antagonise or bully.
- Follow college guidelines and procedures when preparing materials for publication on the web.
- Access the Internet with college equipment only.
- Mobile devices are to be used strictly for educational purposes and not for personal use during school hours, in accordance with our user policy.

## Student Agreement

I understand that breaches of the rules will see me lose my Internet access privileges for a period of time deemed appropriate by the college.

Student Name: \_\_\_\_\_ Student Class: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Parent/Guardian Agreement

I agree to \_\_\_\_\_ using the Internet at school for educational purposes in accordance with the Student Agreement above. I understand the college will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.

Parent/Guardian Name (please print): \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_