STUDENT ACCEPTABLE USE OF ICT POLICY

1. Introduction for Parents

The purpose of Information and Communication Technologies (ICTs) at Mother Teresa Primary, Westmead is to:

- Enhance student learning opportunities

- Promote student achievement

- Support student-school communication

The use of these ICTs within Mother Teresa Primary should be responsible, legal, appropriate and for educational purposes and should follow the guidelines outlined in this policy.

This policy applies to the use of all school related ICTs for educational purposes, whether provided by the school or the student.

Both students and parents/guardians must read and sign the *Student Letter of Agreement* and return to your learning studio teacher.
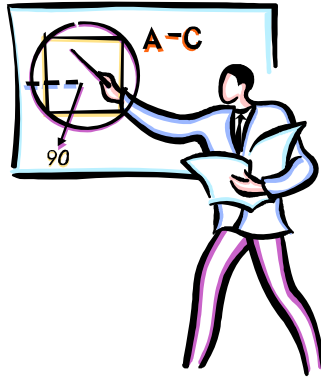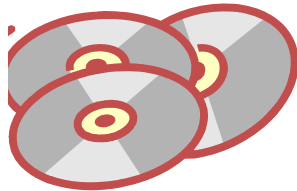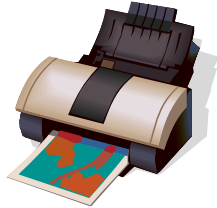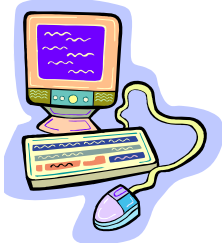
2. Definitions

Information and Communications 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 but are not restricted to:

- Computer systems and related applications such as email and internet

- Discussion forums, chat rooms and instant messaging systems

- Video or still cameras and audio recording devices

3.   Policy for Students

At my school I have computers and other ICT tools to help me learn. These may include:

4.   Acceptable uses

When I use these tools I should

Respect resources

Use the computer, iPod or iPad for my learning

Use the programs, internet or email as shown by my teacher

Look after the computers, iPods or iPads

Respect others

Share the computers, iPod or iPad and take my turn

Write the author's name when I take information and pictures from the internet

Keep yourself safe online

Keep my passwords safe

Tell my teacher if I see something that makes me feel unsafe
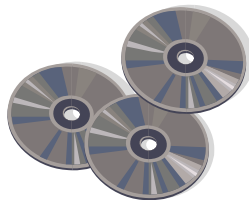
5.   Unacceptable uses
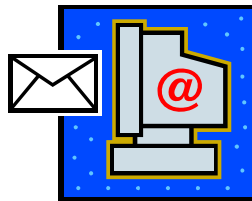
I should NOT:

Use other people's work

Bring computer software from home

Share my full name or send my photo in email without permission

6.   Consequences

If I break these rules:

I may not be able to use the computer, iPod or iPad

My teacher may tell

The Principal   OR   My Parents