

# SWANBOURNE PRIMARY SCHOOL INTERNET POLICY

## Personal Responsibility

As a member of the school community, students, parents and staff will accept personal responsibility for immediately reporting any form of misuse of the schools' network to the teacher in charge. The teacher in charge will record the time, date, and computer on which the misuse took place together with any information deemed necessary. Parents will be notified if the child has accidentally accessed an inappropriate website or any misuse of the school's network.

## Acceptable Use

The use of the Internet should be legal and ethical. The provision of full names, addresses, phone numbers or other personal information is considered inappropriate and will not be permitted. The Internet should:

- be used by members of the school community for curriculum purposes, independent research and professional development and the transfer of information relevant to the achievement of the goals of Swanbourne Primary School.
- be consistent with existing policies of the Department of Education and Training and those of the school.

Unacceptable uses of the Internet include, but are not limited to, the transmission of material in violation of any state or federal laws. This includes but is not limited to:

- copyright and threatening or obscene material;
- use of copyright material in assignments or reports;
- using the network to access or send offensive or inappropriate material;
- changing network and terminal settings through browsing neighbourhood and individual station properties and boot structures.

## Privileges

The use of the Network and Internet at Swanbourne Primary School is a privilege and not a right. Inappropriate use will result in either a temporary or permanent cancellation of the privilege. Additional disciplinary action may also be taken in line with other school policies and practices.

## Security

The school's network has been designed to allow various levels of access. Passwords are required for teachers, student and administrative access. Users of the network are advised of their level of access to the network and should not attempt to access areas not available at their level. Students are not permitted to bring software from home for use on the school's network.

## **Vandalism**

The act of vandalism includes the traditional understanding of deliberate damage to the network equipment as well as any malicious attempt to harm or destroy data of another user. Any vandalism will result in the loss of network privileges, disciplinary action and possible legal referral.

## **Role of the Family**

It is vital the school community understands the significance of the Internet and also the potential risks and it is essential families discuss ethical related issues related to the use of the internet and to this policy. Students need to develop skills of discrimination when dealing with information and disinformation context. These skills will be addressed at the school and need also to be considered within the family context. It is NOT necessary for families to connect to the Internet at home as this resource is available at school. However, should families decide to link to the Internet at home, it is recommended that vigilant and continuous parental monitoring take place.

## **Consent Forms**

All students enrolled at Swanbourne Primary School will need to complete:

- a) Permission to use Visual Images of Students consent form.
- b) Student Agreement for Internet and Network Use.