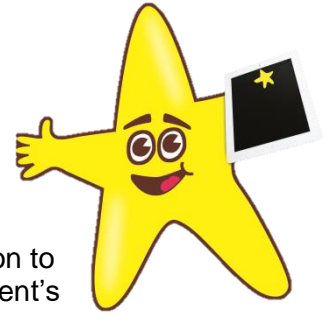# OCEAN REEF PRIMARY SCHOOL

ICT ACCEPTABLE USER POLICY FOR COMPUTERS & IPADS

Student access to the internet and Online Services such as email and Office 365 is provided in accordance with the school policy and contingent on abiding by the users' Code of Conduct, known as the Acceptable User Policy.

Whilst every reasonable effort is made by schools and the Department of Education to prevent student exposure to inappropriate online content when using the Department's Online Services, it is not possible to completely eliminate the risk of such exposure. The Department cannot filter internet content accessed by your child from home or from other locations away from the school. The Department recommends the use of appropriate internet filtering software at home.

Below are the STAR expectations for students and staff when using the computers, internet, iPads or any other part of the computer systems at School.

S

★ show common sense when using learning tools
★ act responsibly when using technology
★ keep passwords in a safe place and a secret
★ not give out my name, phone number, address, name of school or any other information that could help other people identify me
★ only download images and information that I have been given permission to.

T

★ acknowledge my sources of information
★ pack up the work station ready for the next person
★ take care of the equipment and not do anything that may cause it damage. This includes both the hardware and the software.
★ not use the computers in a way that could make other people upset or hurt them.
★ Only delete work that belongs to me
★ Let my teacher know immediately if I see any information or images on the computer that make me feel uncomfortable.

A

★ use reliable sources
★ show persistence when learning new skills
★ show commitment to my task
★ stay on task

R

★ use technology appropriately
★ follow teacher instructions
★ respect the privacy of others
★ not use other people's log-on details
★ not post comments on blog that are mean, rude, unkind or that could cause an argument.