

Internet Usage/iPad/Tablet/ Digital Device Policy

At the Australian International Academy, we learn to become responsible, digital citizens. We use ICT in safe, legal and responsible ways. Our Academy embraces the benefits of technology and is committed to reducing students' exposure to cyber-risks (such as cyberbullying, online sexual predation, sexting, identity theft and fraud). Our students can access the Internet via connections that cover the entire school. Smart TV's and Polycom facilitate group viewing and discussions.

Students each have access to a suite of software to support their learning needs via iPads, netbooks and desktop computers, as distributed by the school.

Purpose:

- We aim to create a safe online environment for everyone. Filtering software keeps unwanted sites off our devices and adults actively supervise students' ICT activities at school.
- We use ICT to support communication and collaboration through the exploration and use of internet sites including online, shared learning spaces such as Google Drive and Global2.
- Achieve accreditation as an eSmart school by meeting all criteria as outlined in the eSmart System Tools.
- Establish an eSmart culture which is in keeping with the values of the school and the expectations outlined in the Internet and digital device policy which includes actions and consequences for inappropriate behaviour.
- Recognise that explicitly teaching students about safe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

Guidelines:

As per our guidelines

- Our school will actively support access by students to the widest variety of information resources available, accompanied by the development of the skills necessary to filter, analyse, interpret and evaluate information encountered.
- All students and staff will have internet and email access
- The ICT coordinator will ensure that internet usage is closely monitored. Coordinator will be appointed.
- The school will ensure that information published on the Internet by students or the school is of a high standard and meets legal requirements and standards of general practice within the community in relation to copyright, safety and decency.
- Privacy of students, parents, staff and other users must be recognized and respected at all times.

Implementation:

INTERNET/iPad/Tablet/Digital Device AGREEMENT

Student Agreement: I will

- never send mean or bullying messages or pass them on, as this makes me part of the bullying
- not use actions online to be mean to others. (This can include leaving someone out to make them feel bad)
- protect my friends' information in the same way
- protect my password and I don't share it with others
- not join a space online without my parents or teacher's guidance and permission
- never answer questions online that ask for my personal information
- speak to a trusted adult if I see something that makes me or others feel upset or scared
- stop to think about what I post or share online
- use spaces or sites that are right for my age
- not deliberately search for something rude or violent
- not copying other people's work without giving them credit.
- only download, copy, store or transmit music or images with permission.
- turn off the screen or use the back button if I see something I don't like and tell a trusted adult
- be careful with the equipment I use
- will not access Facebook, Twitter, Instagram and other programs and sites that are blocked on the school network
- not use a Proxy Jumper to go around the school's security settings
- not take or send still pictures or video footage of myself or other students, visitors or teachers using an iPad, laptop, cellular phone or other digital devices unless permission is given by the teacher
- ask for permission to capture images or video footage when it is used for the specified educational intention
- ask for permission before using or sharing information through AirDrop/AirPlay and emails
- charge my iPad/ Tablet/Electronic device and bring my cable in daily
- install necessary updates
- not play any games on my electronic device.

I understand that failing to follow these rules will result in appropriate consequences from the school which may include suspension of internet access and/or electronic device privileges and/or disciplinary action.

Student Name _____

Student Signature _____

Date _____

Parent/Guardian Agreement:

Any student who does not follow the rules of the electronic device agreement will lose their ICT privileges for a length of time as deemed appropriate by the Campus head, Assistant head or classroom teacher.

Devices include (but are not limited to) tablets, MP3 players, mobile phones, netbooks and computers.

- I understand that the school will provide adequate supervision and that steps have been taken to minimise risk and exposure to unsuitable material.
- Parents will be notified and expected to meet with school staff if students are involved in any incidents of cyberbullying.
- I understand that the school network and e-mail accounts are owned by the Australian International Academy and are not private. Australian International Academy has the right to access my information at any time.
- I consent to my child using the internet at school for educational purposes in accordance to the Student Agreement above.
- I have read the Academy Child safe policy which is available on the school website.
- If my child's iPad/Tablet or digital device gets damaged, lost or stolen, it is my responsibility to have it repaired or replaced.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____