



## **Student Use of Information and Communication Technology (ICT)**

*2021*

Information and Communication Technology (ICT), and in particular the Internet and Email, are valuable tools in the Catholic school's goal to educate the whole person. The Internet offers great educational opportunities when we use it responsibly. Using E-mail and Internet, we can communicate with people all over the world and research interesting topics. If we do not follow school rules, it can also be harmful to us as we can access or send inappropriate material. As students in a Catholic school, we must remember our responsibility to use E-mail and Internet in a positive way to help spread the "Good News" of Jesus. We do this through our words and actions. Our communication must always be truthful and respectful of other people.

ICT "Information and Communication Technology" means all computer hardware, software, systems, technology, (including Internet and E-mail) and telecommunications devices in facilities that may be used or accessed from a school campus or connected to a school's communication network. This include recent initiatives: ipads, Microsoft Teams and 365 Apps.

The school has developed the following set of guidelines for Internet use by students. These rules will be made available to students, parents and staff and will be kept under constant review. The purpose of the Internet is to support research and education. Any person using the facility at St Munchin's must do so in a way that is consistent with the educational objectives of the school. Students are expected to abide by the way generally accepted rules of Internet use and etiquette. All members of the community should be aware that all written, graphic, audio and other materials created, produced, communicated, stored or accessed on school ICT, including E-mails, are the property of the school and as such, are subject to monitoring by the school.

These rules include (but are not limited to) the following:

### **Terms and conditions of Internet use at St Munchin's**

#### **As a student at St Munchin's:**

- \* I will use St Munchin's ICT for educational purposes only.
- \* I know that using the ICT at St Munchin's is a privilege: This can be removed if school rules are broken.
- \* I will NOT do any of the following:
  - Use ICT without permission or the supervision of a teacher
  - Visit Internet sites that have not been approved by teachers
  - Use the Internet to access offensive or inappropriate information
  - Interfere with emails or files belonging to others
  - Download anything without the teacher's permission or claim work found on the Internet to be my own.
  - Send information or E-mails with a false name or someone else's name
  - Send E-mails that bully, frighten, annoy or upset anyone
  - Divulge personal / school details of any kind without the permission of the teacher
  - Visit any chat rooms
- \* I know that the school has the right to check all written, graphic, audio and other materials created, produced, communicated, stored or accessed on school ICT, this includes Internet access and E-mails.

**Teachers and Parents will:**

- \* Support and encourage the use of the Internet as a source of information in an appropriate manner.
- \* Be aware that the inappropriate use of electronic information can be a violation of local, state, federal and international laws. Violations of such laws can lead to prosecution.

**Consequences of Inappropriate Use**

The use of the Internet in the school is a privilege and not a right; abuse of this privilege will result in the temporary or permanent cancellation of Internet use. Additional disciplinary action may also be introduced in line with existing practice within the school on inappropriate behaviour and language.

Access to the internet is conditional to this contract being signed by the student and parent. The signing of this contract signifies that it has been read and agreed upon.

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**Student Agreement**

**Student**

I agree to keep the rules above and accept that if I do not follow them, I will not be allowed to use the computers until the Principal gives me permission to do so.

Student's Name: \_\_\_\_\_ Class: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

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

**Parent / Guardian**

I \_\_\_\_\_ (parent / guardian) support the school in the use of the Internet for educational purposes and agree to discuss appropriate uses of the Internet with my child.

Parent's Signature: \_\_\_\_\_

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