



Tarpeena Primary School Computer/Internet Access and Acceptable Use Policy

Our children are being educated for a rapidly changing world. We believe it is important for them to learn how to use technology effectively and responsibly.

The internet offers opportunities for students to:

- Gain access to vast stores of information around the world;
- Collect and share information;
- Develop literacy, writing and critical literacy skills;
- Improve skills in computer-based technologies;
- Increase competencies in information skills;
- Participate in global projects.

Internet access is available in both classrooms, the Library and the foyer area. Internet use is integrated into class learning programs and is supervised at all times. Children will be taught the correct use of computer equipment and correct online behaviour. Although Tarpeena Primary School internet access is subject to filters through the Education Department, it is still possible that some inappropriate sites may be accidentally accessed, teachers will ensure that students know how to exit from an inappropriate site immediately.

Please take the time to read the processes below with your child/children.

Student Code of Conduct for using the Computers

- I will leave computer configurations as they are set - not tamper with settings, switches, buttons or cables.
- I will take care of the computer equipment and behave appropriately when using equipment.
- I will ask permission to print after I have proof read and used print preview.
- I will report all equipment problems to a member of staff.
- When I am finished on the network, I will shut my computer down and leave the workstation and printing area tidy.
- I will not load any material, music included, onto computing systems.
- I will only use the computers with the permission of my teacher.

Student Code of Conduct for using the Internet

- I understand that using the internet at Tarpeena Primary School is for educational, research or learning purposes only.
- Before I begin to use the internet I will ask permission of the teacher and explain my purpose and present a list of words I will use to search with or a known address.
- I will show the teacher any message before I send it.
- I will tell the teacher if I find strange or inappropriate material.
- I will not give out any name, address, or phone number while I am on-line. I will use only my first name on the WWW or E-mail.
- I will use appropriate and polite language.
- I will follow copyright rules.
- I will not download programs, music, videos, games or files without permission from a staff member.
- I will not use anyone else's password or share my password with anyone.

I understand that I am not able to use the computers or internet unless the Acceptable Use Policy has been signed by me, my parents/caregivers, my teacher and the Principal.

I understand that if I do not follow the Computer/Internet Access and Acceptable Use Policy my right of access to the computers and the internet will be restricted or withdrawn.

Student Use Agreement

I understand the rules for using Computers and the Internet at Tarpeena Primary School and agree to follow them.

Student name _____

Student signature _____

Date _____

Teacher signature _____

Date _____

Principal signature _____

Date _____

Parental Agreement and Consent Form

I have read and discussed the Computer and Internet rules with my child.

I give permission for my child to use the Computers and Internet under the conditions outlined in the Acceptable Use Policy.

Parent/Caregiver's name _____

Parent/Caregiver's signature _____

Date _____

Parent Permission to Publish on the School Website

<http://www.tarpeenaps.sa.edu.au>

If children's work and/or photos of school activities are published on the school website, first names only or initials may be attached to work, but never photos.

I give/do not give consent for work to be published.

Signature _____

I give/do not give consent for group photos to be published.

Signature _____

This policy is based on similar Acceptable Use Policies from Penola Primary School, Compton Primary School and from the Cyber Safety website.