Information and Communication Technology
Conditions of Use K – 6

Purpose:
This policy's purpose is to ensure that we are safe when using technology and that technology is used appropriately for learning, as it should be in a school.
Our use of information and communications technology needs to follow our 3 school values and also to follow the law!

1. **We are safe:**
   Privacy: You are responsible for protecting your privacy and security.
   You must always keep your passwords private and be careful to log out of the computer when you are finished.
   You should take care not to reveal personal details to strangers.
   You are not allowed to access chat rooms or social media sites.

2. **We are learners:**
   You are not allowed to try to access or interfere with anyone else's work.
   Copyright: You can copy software programs or use material owned by other people only if you have
   their permission
   Unlawful and inappropriate use: You are not allowed to do anything using the School's computers that is against the law or which would upset or annoy other people.

3. **We are respectful:**
   Access and Security: You must be careful not to spread viruses and you should check any disks or USB   Memory Sticks that you bring in from other computers.
   You must not disrupt the School's computers or slow the network down by downloading very large files.
   You must ask a teacher's permission before printing from the school's computers.

For parents:

The school will take all reasonable precautions to ensure students cannot access inappropriate materials,   but cannot be held responsible for the nature or content of materials accessed through the Internet. The school is not liable for any damages arising from the use of the Internet facilities.

For students:

Remember: the School can track what you do on the Internet and information sent through e-mail can be viewed by others.

If you break the rules: you can be suspended from using the computers and your parent/carer can be told why.

Review Cycle: this policy is to be reviewed every two years. The next review is due in Term 4, 2016.