

Technology & Social Media Policy

PURPOSE

The purpose of this policy is to set out expectations and requirements for student use of technology at School and at home if students are using in Sidrah Gardens or communicating with other students and/or staff. This is a Technology User agreements (Prep. to Year 6) which reflect the content of this Policy and must be signed by all Sidrah Gardens students and parents at the beginning of each school year. We respectfully request that parents make themselves aware of the School policies in regard to the use of technology, sign and encourage their children to uphold the Technology and Social Media Policy and exercise similar approaches in the home.

POLICY

1. Respect and protect yourself and others

Examples of this are;

Making sure passwords are secure

Only using your own account

Reporting to a staff member anything that you see amongst student use of the Internet or school devices that you think may be harmful or illegal

2. Respect and protect the integrity, availability and security of all electronic resources

Examples of this are;

Reporting any breaches of policy to Principal or the IT Manager, including access to unacceptable, illegal or dangerous sites or any site that may threaten the School's IT security or reputation.

Treating resources that do not belong to you in a careful and respectful manner to minimise data loss and equipment failure

Being mindful of your use of the School's resources, including material you search for and look at, and the effects this may have on other people

3. Respect and protect the intellectual property of others

Examples of this are;

Only using material that has been legally obtained. This includes and digital or electronic mediums.

Always quoting sources accurately and avoiding plagiarism

4. Respect and practice the principles of community

Examples of this are;

Communicating only in ways that are kind and respectful

SIDRAH GARDENS

Reporting any threatening, harmful, illegal or discomfoting material to a member of staff
Not intentionally accessing, transmitting, copying or creating material that violates the School's
behaviour Policy

Not intentionally accessing, transmitting, copying or creating material that is illegal

Not sending inappropriate text messages or images on mobile phones, in emails or through the
internet, either to, or about, another student.

Deleting spam, chain letters or mass unsolicited mailings

Notifying a relevant staff member and/or the IT Manager of any material that may be harmful,
dangerous or illegal or may threaten the School's IT network.

5. Respect and adhere to Australian law

Examples of this are;

Copyright law

Privacy law

Defamation law .

Remember when you use technology, you leave an electronic footprint which can be traced by the
School's IT Department staff or seen by people you would prefer not to see it. These can include
future employers, members of the School administration, parents, the police, peers, etc. Always
maintain your reputation and privacy when using technology.

