



CHRIST THE KING SCHOOL POLICY ON STUDENT USE OF INFORMATION AND COMMUNICATION TECHNOLOGY (3-YEAR OLD-YEAR 6)

1. RATIONALE

Information and Communication Technology (ICT) is utilised in schools for learning, teaching and administration. The availability of such resources provides the opportunity⁶ for schools to help students develop their full potential. ICT provides significant educational value but can pose risks regarding safety, personal reputation and corporate reputation.

In accordance with the teachings of the Catholic Church, communication must reflect the highest standard of accountability and sensitivity to the dignity of the human person. 'Students need also to critique the influence of social, political and economic structures in Australian society from a Gospel perspective. Media and other instruments of communication are particularly important.' (Mandate, para 22.)

2. DEFINITION

'Information and Communication Technology (ICT)' means all computer hardware, software, systems and technology, including the Internet, email, telecommunications devices and social media (e.g. Facebook) owned by the school, students and families.

Defamation is the publication, declaration or broadcast of material that is capable of lowering the reputation of a person in the estimation of others.

Harassment, Discrimination and Bullying means unlawful behaviour as defined in the Catholic Education Commission Policy Statement 2-C4 Harassment, Unlawful Discrimination, Victimisation and Bullying.

Social media refers to a group of internet based applications that allow users to share information and create communities.

3. PRINCIPLES

This policy reflects the teaching and educational goals of the Christ the King School. Usage of ICT shall be balanced with all elements of the school curriculum.

All written, graphic, audio and other materials created, produced, communicated, stored or accessed on school ICT and privately owned ICT being used on the school site, including emails, are the property of Christ the King School, and as such, are subject to monitoring by Christ the King School.

ICT is provided to students as a tool to support learning and as such should be used in accordance with the expectations of the school as set out in this policy.

The use of school, student and family owned ICT on the school site, including the internet, email, and social media by students shall not be contrary to relevant State and Commonwealth laws (a summary of these laws is an attachment to the policy and forms part of this policy), a breach of school rules or policy, or otherwise be inappropriate or offensive (as outlined at procedure 5 of this policy).

As parents/caregivers are the prime educators of their child, they shall be informed of the school policy and encouraged to assist in facilitating its implementation.

4. PROCEDURES

Students understand that the use of ICT at Christ the King School is a privilege. This privilege may be lost if a student uses ICT in an unacceptable way.

Acceptable use shall include, but is not limited to:

- Gathering, organising, creating and sharing appropriate information for educational or related purposes
- Encouraging collaborative projects and resource sharing
- Any other tasks that are for educational or related purposes or that support and promote the school and its ideals.

Unacceptable use shall include, but is not limited to:

- Accessing networks without proper authorisation.
- Transmitting or deliberately accessing, creating and/or receiving material that is inappropriate or offensive. Inappropriate or offensive material includes but is not limited to threatening, sexually explicit, offensive, defamatory or discriminatory materials, or material that may be harmful physically or emotionally, including bullying or harassment within or outside the school.
- Unauthorised disclosing or communicating of information concerning any password, identifying code or other confidential information without permission.
- Interfering with or disrupting network users, services or equipment. Disruptions include but are not limited to unsolicited advertising, intentional propagation of viruses in any form and using the network to make unauthorised entry to any other machine accessible via the school network (i.e. 'hacking').
- Breaching copyright laws, including software copyright and reverse engineering of software or other laws governing intellectual property.
- Using school network and/or equipment to conduct private business for commercial gain or promote material unrelated to school defined tasks.
- Bringing Christ the King School or Catholic Education into disrepute.

Unlawful use shall include but is not limited to:

- Defaming a person or organisation in an email, web page or through social media.
- Infringing of copyright laws i.e. reproduction or adaptation of copyrighted material by downloading and further disseminating the material.
- Digital communication that could constitute sexual discrimination or sexual harassment.
- Digital communication that could constitute cyber bullying
- Storing, accessing, displaying or creating sexually offensive material
- Sending digital communications which are discriminatory on the basis of, for example, race, sex, gender, disability or age.
- Undertaking activities that breach State or Commonwealth legislation.

All students and their parents/guardians will be made aware of the policy on student use of ICT. The Christ the King School Policy on the use of ICT will be available to the school community at the beginning of the school year as an attachment to the first school newsletter.

Students will be educated at a developmentally appropriate level, about ICT, its applications, protocols, safety and digital citizenship through specialist and classroom lessons. This educative process shall be integrated within all areas of the school curriculum and be available to the school community through various means, for example, information sessions, school website.

5. REFERENCES

Bishops of Western Australia 2009, Mandate of the Catholic Education Commission of Western Australia: 2009-2015
Policy statement 2-B8 – Information Communication Technology use by Students (Version 4 – 2009 - 2015)
