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School Electronic Device Policy

Throughout Education Queensland schools, there are guidelines for the use of electronic devices at school. At Merrimac State School we have used these guidelines as the basis of this policy and have taken into consideration the age of children at Primary School.

Use/Behaviour of School Network Guidelines

An essential tool for schools is the provision of innovative educational programs and the utilisation of intranet, internet and network services. Therefore, access to these technologies is an increasingly essential part of the modern education program provided in schools.

Outlined below are Merrimac State School expectations for appropriate and acceptable use of electronic devices used to enhance learning at our school

Acceptable and appropriate use/behaviour	Unacceptable and inappropriate use/behaviour
It is **acceptable** for students to use school computers, technologies and network infrastructure for: ✔ Teacher assigned class work and assignments ✔ Developing literacy, communication and information skills ✔ Authoring text, artwork, audio and visual material for publication ✔ Educational purposes as approved by the school Conducting research for learning and projects ✔ Communicating with other students, teachers, parents or experts in relation to school work ✔ Access to online references such as dictionaries, encyclopaedias, etc	It is **unacceptable** for students to: x Download, distribute or publish offensive messages or pictures x Play on line games not associated with learning without permission from the teacher x Use obscene or abusive language to harass, insult or attack others x x Damage computers, printers or the network equipment Violate copyright laws which include plagiarism x Use unsupervised internet chat x Use online email services such as Hotmail Send chain letters or Spam emails (junk mail)

Additional Details

- Usernames and passwords are to be kept by the student and not divulged to any other individual (eg a student should give their fellow students their username and password).
- Students cannot use another student or staff member's username or password to access the school's network.
- Students should not divulge personal information (eg name, parent's name, address), via the internet or email, to unknown entities or for reasons other than to fulfil the education program requirements of the school.

- School Obligations when providing students with access to IT facilities
- Schools will provide information in relation to student access and usage of its network and reserves the right to restrict/remove student access to the intranet, extranet, internet or network facilities if parents or students do not adhere to the school's network usage and access guideline/statement.
- Schools will prepare students for the possibility of un-anticipated access to harmful information, materials or approaches from unknown persons (eg ceasing immediate access to information and reporting any concerns to a staff school member).
- Where possible, classes involving internet usage by students will be prepared prior to class engagement, including, filtering and checking sites students are directed to visit.

Please Note:
- Teachers will always exercise their duty of care, but protection, mitigation and discontinued access to harmful information requires responsible use by the student.