1.0 Rationale

Part of our mission at Sacred Heart is “To acknowledge and accommodate the different stages and styles of student learning in the implementation of the curricula by providing a challenging and relevant curriculum and utilizing appropriate technology.” This policy is a demonstration of our commitment to the development of skills and attitudes in the use of computers and the Internet for staff and students.

2.0 Aims

2.1 Ensure the safety of users.

2.2 Educate students, parents and staff about the acceptable use of computers and the Internet.

2.3 Have specific guidelines for the use of Information and Communication Technology.

2.4 Establish a procedure in the case of a person breaking their contract of acceptable use.

2.5 Educate teachers and parents in what is appropriate and inappropriate use of Information and Communication Technology that is accessed.

3.0 Implementation

3.1 Acceptable use includes:
   - Developing skills and acquiring new knowledge and understanding.
   - Being responsible for the development of our own learning.
   - Helping others to use the computer to acquire correct information or learn new skills.
   - Developing social skills and correct computer etiquette.
   - Learning to respect the rights and privacy of others.
   - Clicking on home and reporting to the teacher when a site is found which makes the user uncomfortable or which they know they shouldn’t be looking at.
   - Following the teacher’s directions when using Information and Communication Technology and the Internet
   - Showing a responsible adult an email before sending it.
3.2 Unacceptable use includes:
   - Accessing sites without educational value in our school situation or which are inappropriate.
   - Knowingly engaging in any activity, which may interfere with the working or other use of the Information and Communication Technology.
   - Giving out own or other people’s personal details including name, address or email address or any other classified information.
   - Publishing any teacher or student’s photo without their permission.
   - Downloading or printing material from web without checking the copyright of the site or acknowledging the source.
   - Altering any of the school computer settings, which may interfere with the running of the network.

3.3 Consequences of unacceptable use:
   - Restricted access will occur immediately.
   - Parents will be notified.
   - Any further breach will relinquish the students’ access to the school’s computer system for the duration of their time at Sacred Heart.

3.4 Other related documents:-
   - [Acceptable Use Policy for Students](#)
   - [Information and Communication Technology Policy](#)

4.0 Budget

No budget is required for this area.

5.0 Evaluation

The Principal, with delegated responsibility to Executive members will be responsible for the planning, implementation and review of this program.

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