## EASTWOOD PRIMARY SCHOOL

# Information Communications Technology Policy (ICT)

## Rationale:

Through the use of a range of ICT equipment the students' learning environment will be enhanced and promote educational excellence. The students will experience how information can be acquired, processed, stored, retrieved, manipulated, presented and communicated to others through the use of a variety of ICT resources.

## Aim:

1. To create a climate within the school in which staff and pupils become comfortable and confident with ICT and its uses.
2. To establish developmental guidelines ensuring a coherent progression from Prep–6.
3. To ensure awareness of the availability of hardware and software in the school and organise these resources to address differing developmental and special educational needs.
4. To create opportunities for staff and students to acquire necessary ICT skills that enhance teaching – learning relationships.
5. To establish responsibilities and procedures that promote effective and safe practices.
6. To ensure awareness of Copyright, Data Protection and Obscene Publications Acts.

## Implementation:

**The Role of the School:** The school undertakes a commitment to provide appropriate resources to facilitate the successful incorporation of ICT throughout the curriculum. In addition, the school will promote the up-skilling of the school community, promote and support compliance with legal requirements; and the effective inclusion of ICT into the school's curriculum, through its planning and procedures.

**The Role of the Staff within the school:** The school expects that each staff member will integrate ICT throughout the curriculum (as with any other curriculum resource) and provide guidance, supervision and instructions to students in the appropriate use of such resources. Staff will facilitate student access to curriculum information resources appropriate to the individual student instructional needs, learning styles, abilities and developmental levels. The ICT AIP team will manage and monitor access to these resources.

**The Role of Parents:** Parents and guardians are also responsible for setting supervision and access standards that their children should follow when using media and information sources in accordance with current legislation requirements and school policy and procedures.

**The Role of Students:** Students are responsible for appropriate use of ICT, in compliance with specific Acts and school procedures. Communications on the information networks are public and general school rules for student behaviour, conduct and standards will apply. Individual users of the school computer networks are responsible for their behaviour and

communications over those networks. Students will comply with school standards and will honour the acceptable use agreements they have signed.

## Evaluation:

Student progress will be assessed at at an individual and cohort level. Information gained from assessments will be used to plan teaching and learning programs. The ICT team will also will review classroom ICT practices on a regular basis.

This policy will be reviewed as part of the school's three year cycle.

**Approved by School Council:**     September, 2010          **Scheduled review:**  2013