



# St. Anne's

## Primary School

60 KNEES ROAD, PARK ORCHARDS, VICTORIA 3114

### **POLICY: INFORMATION COMMUNICATIONS TECHNOLOGY**

#### **RATIONALE:**

Information Communications Technology (ICT) comprises a range of hardware and software components that are used for acquiring, processing, storing, retrieving, outputting and communicating information. We believe that each student should have equal access to a wide range of educational experiences and resources. The use of ICT resources (email, internet and intranet) is a privilege, and carries with it responsibilities. Electronic Communication is cost-effective, timely and efficient and it is essential that it be used in an appropriate manner.

#### **AIMS:**

- To develop the knowledge and skills of students for a variety of technology resources
- To develop communication technology skills incorporating internet, intranet and collaboration and communication programs such as emailing and blogging
- To understand the importance of ICT and recognise the role it plays in an ever-changing technological world
- To develop self-confidence and self-sufficiency in dealing with Information Communications Technology
- To examine how ICT affects the lives of individuals in our society

#### **IMPLEMENTATION:**

- The Australian Curriculum (AusVELS) will be used as a guideline to implement the above aims
- Computer use within the classroom is the responsibility of the classroom teacher (Where applicable it will be integrated into all Curriculum Learning Areas)
- ICT is also taught as part of the ICT Specialist program
- A network has been established to allow for the use of intranet, internet and email facilities
- An ICT (Technical Support) is employed to maintain and oversee the resources at the school

- The ICT (Technical Support and Learning and Teaching) will ensure that all activities are conducted within guidelines that are included as part of the 'Internet Access/Acceptable Use Policy'.
- Teachers and students will be required to sign an acceptable use agreement to support the proper use of ICT Resources within the school.

**EVALUATION:**

Evaluation of the Information Technology Policy will take place every four years or when necessary.

This policy was updated in 2013

The next review will be in 2017