Student Welfare

Digital Citizenship

Policy
The college recognises the importance of technology in the college community. The college encourages all members of the college community to practice good digital citizenship.

Digital Citizenship Guidelines
1. My digital identity will be a reflection of my faith and values.
2. As a creator and a consumer I will acknowledge the work of others.
3. I will use technology to be a positive agent of change in the community.

Procedure - Internet Usage
1. The college will have a web-proxy content filter in place on campus which tracks usage and blocks harmful categories of websites.
2. Students should not try to bypass the web-proxy filter as the filter logs these attempts.
3. Students who are concerned about content accessed on the Internet should refer their concern to the classroom teacher. The college views these incidents as opportunities to strengthen digital citizenship.
4. Student behaviour on the Internet is aligned to the Student Engagement policy.

Procedure - Mobile Phone Usage
1. Student mobile phones are to remain in student bags and/or lockers during college hours.
2. Students who bring mobile phones on campus accept all liability for the security and operation of the device.
3. Media captured on mobile phones and/or other mobile devices is subject to all college policies.
4. The college reserves the right to retain the device for the purpose of investigating student behaviour. Devices will be returned to the parent/guardian.

Procedure - BYO Learning Devices
1. Students who bring laptops or mobile devices on campus for the purpose of learning accept all liability for the security and operation of the device.
2. Student devices and their content on campus are subject to all college policies.
3. The college reserves the right to retain the device for the purpose of investigating student behaviour. Devices will be returned to the parent/guardian.

Procedure - Social Media
1. The college encourages the ethical use of social media and the adherence to policies and procedures of web services.
2. The college will investigate alleged incidents of cyber-bullying or other behaviour that is against the college ethos or the Student Engagement policy.

Procedure - College Learning Management System & Google Apps
1. The college issues access rights to students on the learning management system (LMS) and Google Apps.
2. Parents, guardians and family members of students are not allowed to communicate through their student accounts. Alternate parent/guardian credentials for the LMS can be create for this purpose.
3. The use of the LMS and Google Apps is subject to all college policies.
4. The college purchases the rights to digital repositories and other assets. Use of these resources is strictly for current students only.
5. The college reserves the right to change or cancel any services provided in line with changes to its learning program or because of misuse.

1. The school office will provide the Digital Citizenship Policy on application for student enrolment.
2. Parents or guardians are required to sign a statement acknowledging that they have read the policy and agree to it.

Statement – Acceptance of Digital Citizenship Policy
(to be completed with the application for enrolment)

I ___________________ (parent name) on behalf of _________________________ (student name) have read the Digital Citizenship Policy and I understand that this policy outlines how my student will use technology at Australian Christian College – Hume.

Signature __________________________

Date ___________________________

Version & Review
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Review – January 2014