

# 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. The student's digital identity will be a reflection of their faith and values.
2. As a creator and a consumer, the student will acknowledge the work of others.
3. The student 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 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 [Behaviour Management 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.

## 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.

## 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 – Access to Digital Content**

1. The college issues access rights to a variety of software programs and websites.
2. Parents, guardians and family members of students are not allowed to communicate through their student accounts.
3. Use of software and websites remains 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.

**Procedure – Implementation of the Digital Citizenship Policy on Enrolment**

1. The [Digital Citizenship Policy](#) is available on the school website.

**Version**

2.0

**Review**

2016 or as required