



Information and Communications Technology Policy

Context

St Patrick's College is a Catholic day and boarding school for boys in the Edmund Rice tradition, established in 1893. St Patrick's College is committed to providing a caring, supportive, and safe environment where every student has a place, a voice and their story is known. Edmund Rice Education Australia is committed to providing safe and supportive environments where all children and young people entrusted to our care are affirmed in their dignity and worth as a person.

Background

Edmund Rice Education Australia – Victorian Schools Limited (EREA-VSL), as St Patrick's College's governing authority, sets the policy framework for all EREA-VSL schools. These policies have been contextualised for St Patrick's College's particular school environment so that our policies reflect the needs of our students*.

*Student includes any person enrolled in the College, either as a day pupil or as a boarder.

The Hazard - Information and Communication Technology

Information and Communication Technology (ICT) includes any electronic device or application used to communicate, create, disseminate, store or manage information such as text, images, audio or video.

Examples include:

- Personal computers and laptops;
- Mobile devices such as mobile phones and tablets;
- Applications such as email and the internet;
- Web-based tools such as social networking sites, chat rooms, blogs, podcasts and instant messaging systems;
- Imaging tools such as video, still or web cameras and related software;
- Audio tools such as audio recording devices, iPods, mp3 players and related software; and
- Fax, scanning and copying machines.

ICTs can create potentially hazardous situations in the event they are used inappropriately and/or illegally.

St Patrick's College's Policy

Students have the right to learn in a safe environment, including when they have access to ICTs to enhance their learning. St Patrick's College is committed to the responsible and educational use of ICTs and to the protection of students by providing secure access to these services as part of their

learning experience.

It is our policy that:

- The use of ICTs be managed through a 'whole of College community' approach involving students, staff and parents/carers;
- ICT education strategies be implemented within the College on a continuous basis with a focus on teaching age appropriate skills and strategies to empower staff, students and parents/carers to ensure appropriate use;
- Staff establish positive role models in use of ICTs;
- Appropriate use of ICTs; and
- Our ICT policy is reviewed on an annual basis against best practice.

ICT Misuse Prevention Strategies

St Patrick's College recognises that the implementation of whole of College prevention strategies is the most effective way of eliminating, or at least minimising incidents of misuse of ICTs within our community.

The following initiatives form part of our overall ICT strategy:

- A structured curriculum and peer group support system, that provides age appropriate information and skills relating to ICT use to students over the course of the academic year;
- Education, training and professional development of staff in appropriate ICT use;
- The regular provision of information to parents/carers to raise awareness of inappropriate use of ICTs as a College community issue;
- The promotion of a supportive environment that encourages the development of positive relationships and communication between staff, students and parents/carers;
- All student login details and passwords are to be kept confidential to prevent others accessing their accounts;
- Access

Status of Policy

This policy has been downloaded from CompliSpace, is endorsed by EREA-VSL and is reviewed annually.

Policy owner	St Patrick's College - Ballarat
Approving authority	Principal
Approval date	June 2022 C
Risk rating	HIGH
Date of next review	June 2024
Publication details	School website

