



# Ellen Stirling Primary School

– An Independent Public School –

*Explore ♦ Discover ♦ Grow*

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**Moral Purpose: To provide a safe enriched learning and teaching environment driven by high expectations for success**

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## INTERNET USAGE POLICY

Dear Parent or Carer

Ellen Stirling Primary School provides access to online services provided by the Department of Education. These increase the range of teaching tools available to staff and enhance the learning opportunities available to students. This will involve the school using the student's full name, preferred name, class and year to access their unique online services account.

Ellen Stirling Primary School's online services currently provide:

- individual email accounts for all students and staff;
- access to the Internet, with all reasonable care taken by schools to monitor and control students' access to web sites while at school;
- access to the online teaching and learning services such as web-conferencing, digital resources and online learning activities;
- access to online file storage and sharing services off site; and
- access to Portal services from home if the home computer is connected to the Internet.

Please go through and explain all of the dot points in the Internet Usage Policy with your child to ensure that they understand the content.

Please note that while every reasonable effort is made by schools and the Department of Education to prevent student exposure to inappropriate online content when using Department of Education provided online services, it is not possible to completely eliminate the risk of such exposure.

The Department of Education has the right to review, audit, intercept, access and disclose messages created, received or sent over Department of Education online services. Logs of email transactions and Internet access data are kept for administrative, legal and security purposes and may be monitored. Similar to other corporate records, emails and Internet access records are discoverable in the event of legal action and are subject to provisions of the [Freedom of Information Act 1992](#).

You should also be aware that general Internet browsing not conducted via the Department of Education's network is **not** monitored or filtered by the Department of Education. Ellen Stirling Primary School encourages close family supervision of all Internet use by children in locations other than school, and strongly recommends the use of appropriate Internet filtering software.

Yours faithfully

**Dr Dean Goldspink**  
**PRINCIPAL**