prolonged overdue, lost or damaged books, a letter will be sent home and students’ borrowing privileges will be suspended until the book is returned, replaced or payment made to cover the cost of the book.

Volunteers play an important role in the functioning of the resource centre and are warmly welcomed.

**TECHNOLOGY**
Increasingly Information and Communication Technology (ICT) permeates every area of our society and lives. Students need to be equipped with the necessary knowledge and skills to use ICT to support contemporary learning and living.

Technology describes:
- the creative processes used to develop products
- the products-created through these processes
- the 'know-how' related to these processes and products
- the tools and equipment used

*Australian Curriculum*
Information and Communication Technology is set as a general capability across the Australian Curriculum. Students will be engaged with ICT across all learning areas of the Australian Curriculum.

The rationale for ICT as a general capability states:

> An important outcome of schooling is the competence students develop in using ICT for tasks associated with information access and management, problem-solving, decision-making, communicating, creative expression, and empirical reasoning.

http://www.australiancurriculum.edu.au/GeneralCapabilities/Information-and-communication-technology-competence

**Technology at St William’s**

**RATIONALE**
In partnership with parents/carers, students will be empowered to become digital citizens through the development of knowledge and skills to use and apply information communication technologies in real life tasks. These tasks include accessing and organising information, problem-solving, decision-making, communicating, creating and reasoning.

There are both benefits and challenges in the use of information technology, especially in online environments. As part of the home/school partnership we need parents/carers to foster an ICT environment outside of school that relies on parental permission and supervision of students’ ICT use.

**STATEMENT**
At St William’s students are expected to follow these non negotiables whilst using technology:

- Communicate respectfully
- Care for self, others and environment
- Right time, right place, right task.
This statement applies from Prep to Year 6. Students from Years 2 to 6 are asked to sign the statement to demonstrate an awareness of the expectations of ICT use. Parents/Carers are asked to sign this statement upon enrolling a student at the school. This statement aligns with the St William’s School Non Negotiables statement.

Technology is a major focus at St William’s School. The school has an Information Communication Learning Technologies committee and a Computer Technician on staff to assist in the planning, implementation and maintenance of our Technology Program.

The children of St William’s School are provided with every opportunity to experience ‘technology’ in all its forms. They are assisted to develop the skills necessary to meet the demands of the present and future.

Each classroom has a computer and the children also have access to a bank of laptops. We continually upgrade our ‘software’ and the children are able to work with a variety of programs which develop thinking skills. The ‘Internet’ can be accessed in the Resource Centre Cybrary and in every classroom by wireless or cable connection. The Cybrary has a bank of computers and an interactive whiteboard. All classrooms have interactive whiteboards, access to digital cameras and video equipment which enhances the learning and teaching environment.

St William’s School takes a whole school approach to digital citizenship. Students from Prep to Year 3 are introduced to aspects of digital citizenship such as online safety and security as the needs of the students arise. Students in Years 4-6 more formally participate in programs for digital citizenship including the themes of online content, online safety and security, and communication and publishing which incorporates digital law. Lessons from Prep to Year 6 draw on activities and resources endorsed by the Australian Government through NetAlert, Australia’s Internet Safety Advisory body. These programs include Hettie’s World and Cyberquoll. For further information visit https://www.cybersmart.gov.au