# TECHNOLOGY POLICY

**Policy Statement:**

We live in a time in which technology is used daily in both adult and children's lives. Children are growing up in a technological society where smart phones, social media, iPads and other electronic devices are a way of interaction and learning. Providing learning opportunities using technology is important for young children to ensure that they also 'move with the times' and are ready as technology changes as they grow older. Electronic devices are an excellent way of learning and researching about things that interest children.

**Aim:**

- To ensure that all electronic media is incorporated into the programme as an educational experience from which the children will benefit.
- St Andrew's Little Saints and After School & Vacation Care (LS&ASVC) will provide an extension to the daily programme assisting in development of social, physical, emotional, cognitive, language and creative potential of each child.
- For children to use information and communication technologies to access information, investigate ideas and represent their thinking. (EYLF LO 5)

**Rationale:**

LS&ASVC recognises the value of electronic media, including television, video/DVD, internet, interactive whiteboards, audio players, computers, and cameras in extending children's learning.

**Strategies/Practices/Procedures:**

LS&ASVC will at all times adhere to the College's 'Copyright' and 'Computer, Network and Internet Acceptable Use' Policies.

The use of electronic devices will not be excessive and shall not interfere with the required Physical Activity (see Physical Activity Policy).

Audio:

- ✓ All music is to be of good audio quality.
- ✓ Music will be used to further develop children's imagination and creativity by extending the experience with activities such as dramatizing, movement and singing.
- ✓ Age appropriate music will be played; the radio will not be used.
- ✓ Appropriate relaxation music will be played at rest time.

Computer and Related Technology Usage

- ✓ Computers at the service may only be used for work relevant to the operations and activities of the service. Examples of these activities include administration, research, programming and professional development.
- ✓ If relevant to the children's learning, child appropriate websites may be accessed. However, children will only access the computers when directly supervised by appropriate educators.
- ✓ Similarly, music, videos etc. may be streamed from the computer if it is relevant to the children's learning or relevant to research or professional development undertaken by educators. However, streaming of this kind will only take place from websites where this can legally take place such as iTunes or YouTube.
- ✓ Any educators found to be using the computers inappropriately will face an enquiry by management and other relevant parties to decide a course of action based on the severity of their misconduct.
- ✓ This policy is also incorporative of state and federal laws regarding computer usage. Should an educator or other relevant individual use the service's computers in a way that breaks a law, the service will take the appropriate required action (e.g. reporting to the police). Furthermore, the educator or individual will face an enquiry held by management and other relevant parties to assess whether this conduct will affect their role within the service's operations.

Television and DVD Player Usage

The T.V will be an additional tool to enhance curriculum activities, not a substitution.
Guidelines for use:

- ✓ All programmes shall be developmentally appropriate for all children viewing, being aware of the potential for teaching such things as violence, sexism, racism.
- ✓ Chosen programmes should hold the interests of the children
- ✓ Staff will be actively involved with the children during the viewing of programmes, as it not to be used as a child-minder. Educators will sit with the children to monitor and discuss any aspects of the video or television programme they are viewing.
- ✓ In order to protect children's eyes, all children will be required to sit at least 1 metre back from the screen, the room will be well lit.

Programmes must be carefully selected with suitable content. Programmes depicting violence e.g. graphic news reports should not be shown. Children are to view **'G' rated** videos only.

**Measuring Tools:**

Group Leaders/Teachers are to monitor Electronic Media use in their room.

**Sources & Further Reading:**

Computer, Network and Internet Acceptable Use Policy (St. Andrew's)
Copyright Policy 2013 (St. Andrew's)
National Quality Standard
Early Years Learning Framework
My Time Our Place
Queensland Kindergarten Learning Guideline

**<u>Links to Other Polices:</u>**

Computer, Network and Internet Acceptable Use Policy (St. Andrew's)
Copyright Policy 2013 (St. Andrew's)
Physical Activity Policy