Our eLearning vision for MSPS is to become a vibrant learning community where staff and students are challenged and empowered to strive for and celebrate personal excellence and continuous growth. To improve student engagement we will implement innovative eLearning strategies and technologies. Staff and students will become positive, compassionate, able, creative, confident thinkers and lifelong social responsible learners equipped to thrive in and shape the future of our evolving global community.
The Morang South Primary School Netbook Program began in 2009. It has been a highly successful program and we have seen a great improvement in student engagement and learning outcomes. In 2016 we will continue to offer the 1-1 Netbook program to every student in grades 3, 4, 5 & 6.

The Netbook program will provide new learning opportunities for both collaborative and self-directed learning. With a personal Netbook available, every student will:

- Possess an integral learning tool to gain the 21st century skills required to excel and compete globally
- Be empowered by and engage with the curriculum
- Increase his/her knowledge and understanding of technology
- Become constructors and designers of information and ideas

Program Outline

Morang South Primary School will provide:

1. Flexible integration of Information Communications Technologies (ICT) into learning activities. Students and teachers will have the ability to engage in “access anywhere anytime” ICT for learning through the use of mobile technologies/devices. Classrooms will incorporate flexible physical learning environments that cater for the diverse teaching and learning styles.

2. Students with opportunities to collaborate/share and communicate both within and outside the school. Students will use ICT to work independently, manage their learning & contribute to one another’s learning. ICT will have a positive Impact on student’s attitude towards learning.

3. Students the opportunity to apply their ICT capabilities to support their learning through visualising thinking, creating and communicating across all curriculum areas. Students will connect, communicate, and collaborate with peers and teachers using the school intranet, forums, email, blogs, wiki’s and podcasting. Students will also access online digital resources to support learning.
In order to thrive in a digital economy, students will need digital age proficiencies. It is important for the educational system to make parallel changes in order to fulfil its mission in society, namely the preparation of students for the world beyond the classroom. Therefore, the educational system must understand and embrace the following 21st century skills within the context if rigorous academic standards.

We are providing our students a curriculum which is:

Challenging, fires their enthusiasm, enriches and constantly enlarges their knowledge, skills and understanding and, above all, instils in them a lifelong love of learning.

Where students can:

Create, manipulate and process information, combine still and moving images, sounds and text to create multimedia products.

Children are at the epicentre of the information revolution, ground zero of the digital world. They understand it as well or better than anyone. Not only is the digital world making the young more sophisticated, altering their ideas of what culture and literacy are, it is connecting them to one another, providing them with a new sense of political self. Children in the digital age are neither unseen nor unheard; in fact, they are seen and heard more than ever. They occupy a new kind of cultural space. They're citizens of a new order, founders of the Digital Nation.
Morang South Primary School is preparing your children for their future.

So, for the cost of a lunch order a week, what is better for your child?

**A Lunch Order**

1x Macaroni and cheese = $2.60
1x Big M = $1.60
1x Paddle Pop = $1.20

Total = $5.40 a week

Or

**A Netbook Computer**

- 1x Acer Aspire Netbook, charger and protective pouch, with access anytime it is needed
- Internet access
- Access to many Government school programs, not available on personal/home computers
- Ongoing Technical support whenever it is needed
- More access to the Ultranet, meaning parents are more informed about their child’s learning and progression
- Being better equipped with 21st century skills for their future education and work place

Total = $4.50 a week
1-1 Learning

The One to One program offers the opportunity for our students to enter a new world of curriculum possibilities. In a 1-to-1 learning program, each learner has a Netbook that can connect each learner with their teacher and other learners or experts, with real-world contexts for learning, multimedia resources, software for learning and online tools and applications.

Ownership

The Netbook is the property of the school and parents are to make an overall contribution of $180 per year, in exchange for 24/7 access.

If a student leaves the school for any reason or at the end of the year, the Netbook will be returned to the school in full working order, including all accessories and components.

Technical Support

Morang South Primary school has a full time support technician. If you are experiencing any problems with the Netbook it must be reported to your child’s Classroom Teacher. The Classroom Teacher will then contact our technician to look at the device.
**IMPORTANT**

*Privately owned laptops, computers or devices*

Privately owned computers **cannot** be connected to the school network to ensure quality, consistency and the integrity of service provided to all students and therefore **cannot be permitted**.

- Privately-owned computers or laptops would not have continuity or service contingencies upon breakdown or repair.
- Adequate monitoring of student computer usage cannot be guaranteed with privately owned computers.
- No responsibility for damage or loss is offered by the school.
- School licensing for software (and the software provided by The Department of Education and Early Childhood Development) does not cover private computers and therefore many of the programs used at school will not be accessible.

**Role of parents**

Consistent communication, particularly with parents, throughout the program will be an important part of its success. Parents also need to understand and support the 1 to 1 program. Parents will need to understand the responsibilities that apply to themselves and their children.

**Appearance and personalisation**

This is a personal device, school-owned with a parent contribution. Students should feel free to change background images and use pictures to personalise the Netbook. It is the student’s responsibility to ensure that there is enough hard drive space and RAM available to engage in all educational requirements. Downloading music, games and videos from the Internet during school hours is prohibited. Permanent changes to the Netbook such as engraving, stickers, marking, painting or drawing will not be permitted as the Netbook may be used by more than one family during its lifetime at the school.

**Internet usage**

Use of the Netbook at school is governed by the eLearning Code of Co-operation. Students and parents will need to read and familiarise themselves to the policy, agree to and sign, acknowledging that the student will follow the code. Students will not be granted access to the Internet until the form is signed and returned to their classroom teacher.

Any inappropriate use of the Internet is unacceptable and the School code of Co-operation will be followed.
How can we ensure students don’t misuse the Netbook?

At school we will inspect students’ Netbook from time to time to ensure appropriate use. Parents and students should also be aware that files stored on the devices or on the school’s server are not private. To help reduce inappropriate use, parents and students will be asked to sign a **User Agreement** before being issued with a Netbook. The agreement sets out your child’s responsibilities in relation to taking home a school owned Netbook. It is important that teachers, students and parents share the responsibility to ensure safe and appropriate use of the devices at all times. Parents have full authority to restrict the use of the Netbook outside the school grounds.

Cyber safety

Students will work through a series of educational activities that target:

- Safety and Security online
- Cyberbullying and ethics
- 21st Century Learning skills

Each year we offer an Internet safety information night. The parent response to this program in 2010/11 was very positive. I strongly encourage all parents to attend this **free** presentation. We will be sharing the presenters with schools in our local network. YES it is that popular!! (More information will be sent home early next year)

**Internet Safety Information night cover topics including:**

- the ways children use the internet and emerging technologies
- potential risks for children online, such as cyber bullying, illegal content, inappropriate contact, identity theft, grooming and predatory activity
- tips to help children stay safe online.

**Additional Advice for Parents- Cyber Safety**

The first step in reducing risks online is talking. Talking to your children about what they should and should not do when they are online. Find out the activities they are currently doing online and talk about them. Children love to show off their talents, and when you are interested in what they are doing online, nine times out of ten they will be more than happy to show you what they know. Let them teach you some of the different chat programs they use, what sites they visit and music download software they use.
Make sure your child does not spend all of his/her time on the computer.
Organise certain times when your children can use the Internet and computer.
Keep the computer in an area where it can be monitored, like the family room, kitchen or living room, never in your child’s bedroom.
Learn enough about computers so you can enjoy them together with your kids.
Teach them never to meet an online friend offline.
Watch your children when they’re online and see where they go.
Make sure that your children feel comfortable coming to you with questions and don’t over react if things go wrong.
Teach them what information they can share with others online and what they can’t (like telephone numbers, address, their full name and school).

People, not computers,
should be their best friends and companions.

For more information please visit:

- http://www.netsmartz.org/netparents.htm
- Cybersmart Gateway, a web portal giving all Australian primary and secondary schools easy access to the full range of the ACMA’s Cybersmart education resources. The Gateway hosts current ACMA resources, links to existing national and international resources and offers new materials as they are developed. The Gateway includes strategic tools for cyber safety education planning. Visit www.cybersmart.gov.au
- Cybersmart Contact Centre, for information and advice. Telephone 1800 880 176. Email for information, printed materials and advice about online safety. cybersafety@acma.gov.au
Student Responsibility

It is the responsibility of the student to:

- Ensure that the first time the Netbook is charged it must be plugged in and turned off overnight. If this is not done, the Netbook’s charge life may be shorter than the specified time.

- Students in grades 4, 5 and 6 are responsible for ensuring their Netbook is fully charged for each school day. Initially, grade 3 children will charge their Netbook at school. Once grade 3 students are taking home their netbooks, they will also be responsible for charging their Netbook each night. Students will keep their power cord at home and will need to plug them in when required.

- Students need to ensure they save their work to the server. If there is a problem with the Netbook it may need to be re-imaged. This will mean that any files or unoriginal programs will be deleted.

- Students need to handle the Netbook with care, never leaving it on the floor or in harm’s way.

- Never use the Netbook outside, especially before or after school. This will avoid damage by weather or other children/adults taking it.

- Ensure the Netbook is at school every day. It is an integral part of the curriculum and therefore needs to be at school every day. If a Netbook is left at home, other students are not obligated to share.

- Keep the Netbook clean. This may only be done with a soft cloth, do not spray the screen with anything moist and do not press onto the screen as this may cause it to crack.

- It is the student’s responsibility to keep the case in excellent condition.

Tips:

- When you are using your Netbook, put the case in your bag or flat in your tub. This will deter others from picking it up, or it falling onto the floor and being trampled on.

- Put the Netbook in the case battery first, to avoid pulling the battery off and breaking the battery clip, when removing it from the case.
Frequently Asked Questions

How will Netbooks be used in the classroom?

This is a technology-rich world and students are immersed in digital technology in their out-of-school lives. Schools can either capitalise on young people’s affinity for technology or fail to engage them in learning, and be perceived as more and more irrelevant. The use of Netbooks in the classroom will evolve over time as students and teachers become more familiar with Netbooks and so will be able to optimise the advantage of their use to support teaching and learning in the classroom, wherever that classroom may be.

What about handwriting?

Students will continue to write with paper and pen and work to improve their handwriting as well as use the keyboard.

What about safe Internet use?

Netbooks offer students a tool to facilitate anytime, anywhere learning. Teachers will supervise students as they would for any learning activity as they create and maintain a safe, comfortable and learning-focused classroom. Appropriate use of the Internet service within the DEECD network is closely monitored by a filtering system which allows for inappropriate content blocking by a regularly updated list of categories and sites. This does not apply to use of Netbooks outside of the school network. Education and support are important for maintaining acceptable use of Netbooks, particularly in relation to Internet access.

Will children be safe carrying Netbooks?

Overseas research has shown that insurance companies have reported very few incidents while students travel to and from school. Students should be specifically warned not to take the Netbooks out in public, and to always carry them in the protective cover provided (with two hands and not by the screen), and the Netbook should be placed within their school bags.
Will the student files on the Netbooks be private?

Students can expect their Netbooks to be periodically inspected and monitored for appropriate usage. School personnel may request access to the browser history and/or caches as well as any and all files belonging to the student on the Netbooks as well as stored on the school servers. Students and parents need to be aware that files stored locally on the Netbooks or on school servers are not private.

How can students access the Internet from home?

Home Internet connection is not supplied by the school or DEECD. There is no mandated expectation that Internet access is available at home. If there is an existing Internet provision at home, a Netbook is able to be configured for access.

What does it mean to ‘re-image’ a Netbook?

Reimaging a Netbook wipes out everything on the Netbook and installs a new software image. The Netbook is set up again, just like the first time the student received it. In some schools, Netbooks will be collected at the end of the school year and re-imaged over the summer. It is the responsibility of the student to backup and restore any of their personal documents, music, pictures, software programs, home network settings, etc. before the Netbook is re-imaged.
Using your Notebook Safely

Working Safely with Notebooks

Increased computer use brings with it some potential hazards which must be controlled to achieve safe notebook use. This information sheet describes some useful pointers on using your notebook safely.

Attention is drawn to some physical features of notebooks which differ from standard desktop computers and need to be managed effectively. These features include:

- the keyboard is smaller than the standard desktop keyboard
- the keyboard is a fixed distance from the monitor
- the track pad is fixed to the body of the notebook and relies on finger control rather than whole hand movement as with a standard computer mouse.
- the notebook is portable and designed to be used away from the office and possibly away from an ergonomic chair, desktop or ideal lighting conditions.

Tripping hazards

The Notebook has facilities for mains power, telephone line connection, printer, external mouse, keyboard monitor and PC link. Each of these connections creates a potential tripping hazard.

Manual Handling

Users should be aware of the hazards associated with lifting and carrying notebooks particularly when combined with other load demands (*E.g. printers, books and bags). Lifting out of or into awkward spaces such as car boots or lifting with one hand in carry bags can increase manual handling risks.

Lighting Vision and Eye fatigue

Glare from lighting sources and reflections, vision demands of screen based work and incorrect monitor or document positioning can contribute to eye fatigue, or headache. Incorrect viewing heights or distances can contribute to neck and shoulder pain.
Key Elements to Consider

Here are a number of pointers to assist in achieving safer notebook use.

Achieve overall safer and productive notebook use by:

- avoiding long periods on the notebook (sessions with rest-breaks should not exceed 2 hours)
- taking lots of rest breaks (short rest-breaks every 10-15 minutes suit most)
- varying your sitting posture through a range of comfortable choices
- aiming to achieve neutral sitting posture most of the time

Preventing eye fatigue by:

- eliminating or controlling sources of glare
- ensuring sufficient lighting for the task (reading paper documents generally requires more lighting than viewing a screen)
- correcting vision to suit notebook viewing
- changing font size and contrast for comfortable viewing
- performing regular eye, shoulder and neck exercises including the use of pause gymnastics

Safety Precautions in the School

Make sure your notebook is either in your possession or locked away in a secure area, at all times.

Do not:
- leave it unattended even for a short time.
- place it near an external window. Exposure to view from the outside may tempt a would-be thief
- leave your notebook in your vehicle, even if the notebook is out of sight and the vehicle is locked
Reminder:
The staff at Morang South PS encourage all children to participate in regular indoor and outdoor afternoon activities and not spend all afternoon or evening on their Netbook.

Safety Precautions in the Home
Find one or two safe places to store your notebook so that is inaccessible by small children and difficult to locate in the event of a burglary.

Ensure basic household security measures are followed at all times, such as locking doors and windows.

Do not:

- leave it in view of outsiders even while using it
- leave notebook accessories lying around. They advertise the presence of a notebook
- leave it in an unattended vehicle at any time, especially overnight