Ballina River Street Chldren's Centre
Technology/Media Policy

Digital technologies and computers have become an integral part of many children's daily lives. For this reason, it is important that our Educators are not only familiar with the use of computer technologies, but are able to guide children's understanding of, and ability to use them. Technology and Media items will only be used as an extension to the daily program assisting in development of social, physical, emotional, cognitive, language and creative potential of each child. Quality Digital programs can be helpful in the retelling of stories about our culture and help to celebrate diversity.

National Quality Standard (NQS)

Quality Area 1: Educational program and practice		
1.1.1	Approved learning framework	Curriculum decision-making contributes to each child's learning and development outcomes in relation to their identity, connection with community, wellbeing, confidence as learners and effectiveness as communicators.
1.1.3	Program learning opportunities	All aspects of the program, including routines, are organised in ways that maximise opportunities for each child's learning.

Education and Care Services National Regulations

Children (Education and Care Services) National Law NSW	
727	Confidentiality of records kept by approved provider
181-184	Confidentiality and storage of records

PURPOSE
Our Service BRSCC will implement responsible behaviour when using technology, respecting the Service, children and the privacy of families and Educators. Educators will exercise appropriate judgement and behave in a professional and ethical manner when using technology.

SCOPE
This policy applies to children, families, staff, management and visitors of BRSCC.

IMPLEMENTATION
The Internet is a magnificent resource for research, communication and extending programming ideas and interests. Computer use within BRSCC aims to encourage children to solve problems and use logical reasoning, leading children to make decisions and choices and assisting them to use computer/IPAD software competently.

Management/Nominated Supervisor/ Responsible Person will:

- Identify technology training needs of Educators in professional development
- Ensure BRSCC privacy and confidentiality policy is adhered to at all times by Educators
- Ensure there is no unauthorised access to BRSCC's technology facilities (programs, software program etc.)
- Ensure all Educators have appropriate log on details to provide secure location
- Ensure all technological devices have current virus protection software installed
- Develop guidelines about how technology will be used within BRSCC.

Educators will:

- Comply with current legislation and BRSCC policies
- Keep passwords confidential
- Log out of computers and software programs after each use
- Only access and modify files and data which they have authorisation to access
- Not harass, slander, intimidate, embarrass, defame or seek to offend another person, group of people or organisation via technological devices
- Not make copies of, transmit, copy or steal BRSCC documents
- Not use personal mobile devices to take photos or breach children and families' privacy
- Support children's natural curiosity for technology within BRSCC
- Provide children with access to technology to help develop their computer/IPAD literacy skills
- Build on children's learning and inspire the ongoing and enthusiastic acquisition of knowledge through technology
- Use technology to build on current projects and document children's learning.

Guidelines for use of technology within BRSCC:

- Programs must be carefully selected and be suitable to the needs and development levels of each child using or watching various types of technology or media
- Technology may be used to assist in expanding the content of the daily program and current affairs
- Programs are chosen that are engaging and age appropriate to children
- The use of media and watching DVD's will be kept to a minimum
- Programs depicting violence e.g. graphic news reports will not be shown
- Children are to view 'G' rated programs only
- Videos or YouTube will only be shown that have positive messages about relationships, family and life.
- All programs to be viewed will be shared with families to ensure that they approve of the content
- All content will be socially and culturally considerate and appropriate
- Timeframes for 'screen time' according to Australia's Physical Activity and Sedentary Behaviour Guidelines are:

  o Children younger than 2 years of age should not spend any time in front of a screen
  o Children 2 to 5 years of age should be limited to less than one hour per day
  o Children 5-12 years of age should limit screen time for entertainment to no more than 2 hours a day

- Children will be taught healthy concepts of digital use and citizenship as children are 'growing up digital'.
- Only quality developmentally appropriate interactive media will be used.

Source

- Education and Care Services National Regulations
- National Quality Standard
- Early Years Learning Framework
- Fair Work Act
- Television and young children- Quality, choice and the role of parents: what the experts and parents say (2011) The Australian Council on Children and the Media for the Australian Research Alliance for Children and Youth.
- Revised National Quality Standard
- Childcare Centre Desktop –www.childcarecentredesktop.com
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Review

Date Reviewed	Modifications	Next Policy Review Date
November 2017	Updated the National Quality Standard references to comply with revised standard	October 2018