IRAMOO PRIMARY SCHOOL NO. 5152

eSmart-Cybersafety
POLICY

Rationale:

It is important for the school to provide a safe and friendly environment for students and staff and, to foster the school values of Respect, Responsibility and Relationships. All persons have a legal right to be protected from harassment and discrimination and, a responsibility to use technology appropriately.

Cybersafety and Ethics refer to the appropriate use of technology ensuring that users behave safely when online. This includes awareness of:

- **Cyberbullying** – a form of bullying which is carried out through an internet service such as email, chat room, online social networking, instant messaging or web pages. It also includes bullying through mobile phone technologies such as SMS and it may involve text or images
- **protecting privacy** - posting private information or pictures online
- **copyright / respecting property** - copyright issues related to downloading or unauthorised use of information found online
- **being proactive** and reporting concerns.

Aims:

- To provide a safe environment at school for students to use online resources for learning.
- To develop awareness of safe and ethical Internet use.
- To develop an awareness of how to deal with Cybersafety issues at school and at home.
- To encourage appropriate and safe use of technology.

Implementation:

School:

The school will adopt procedures to promote a Cybersafe learning environment by:

- making the school community aware of the school's position on Cybersafety
- regularly reminding teachers about the school's eSmart-Cybersafety policy
- making staff aware of their responsibilities under the Department of Education and Training (DET) Acceptable Use Policy
- using Education Department Systems to effectively filter, track and regulate school internet traffic
- monitoring the school's computer network and identifying potential problems
- ensuring that all students from Years 3 to 6 have signed the student Digital Technologies Student Acceptable Use Agreement annually
- conducting lessons on Cybersafety and ethics by classroom and Digital Technologies teachers _
- establishing a school Cybersafety contact person
- providing online resources for staff and parents outlining common Cybersafety issues
- providing Professional Development opportunities for staff on Cybersafety and ethics issues
- making staff, students and parents aware of the Iramoo Portable Electronic Devices Policy
- reinforcing positive technology behaviours.

Parents/Guardian:
Parents are required to support our School eSmart-Cybersafety Policy by:

- reading and signing the Digital Technologies Student Acceptable Use Agreement and discussing it with their child/ren
- monitoring student use of technology (email, social networking, internet access, online games, mobile phone use) at home
- reinforcing the school's eSmart-Cybersafety Policy in the home environment
- where appropriate reporting Cybersafety concerns to the classroom teacher and/or school Cybersafety officer
- discouraging inappropriate use of technologies.

Students:
Students have a responsibility to use all technologies in a safe and appropriate manner by:

- reading, signing, and adhering to the Digital Technologies Student Acceptable Use Agreement
- adhering to the Iramoo Portable Electronic Devices Policy
- reporting any Cybersafety concerns to the appropriate adult
- using technology at school and home in an appropriate manner.

Consequences:
If a student breaches the school's eSmart-Cybersafety Policy the following consequences will apply:

- the student will be spoken to by the appropriate person and incidents will be investigated and documented
- if necessary parents will be notified and relevant authorities alerted
- all affected parties will be offered counselling and support if required
- the student responsible will be denied access or have restrictions placed on their use to the school network for a period of time
- if a student continues to offend, parents/guardians will be contacted and consequences implemented consistent with the school's Student Code of Conduct
    - consequences for students will be individually based and may involve, exclusion from ICT class, restricted use of IT at school, exclusion from yard, withdrawal of privileges
    - ongoing monitoring of identified students who breach the policy.

<u>Resources Required</u>:

- Technicians trained to manage the access and monitoring systems.
- Designating a Cybersafety contact person.
- Resources necessary for the professional development of staff and promotion of Cybersafety to students and parents.

<u>Evaluation</u>:

- Number of reported and/or detected breaches of the student Digital Technologies Student Acceptable Use Agreement.
- Monitoring of Internet use by staff and students.
- This policy will be reviewed as part of the school's three-year review cycle.

Ratified by Iramoo Primary School Council – April 2021
Review Date: April, 2024