



OSBORNES FLAT PS E-SMART POLICY

Osbornes Flat Primary School uses the Internet as a learning tool to improve student learning outcomes by increasing access to worldwide information. The school embraces the benefits of technology and is committed to reducing students' exposure to cyber-risks (such as cyberbullying, online sexual predation, sexting, identity theft and fraud) when using the Internet, mobile phones and other electronic personal devices. This policy should be read in conjunction with the 'BNPS eSmart Use of ICT Guidelines'.

PURPOSE :

The aim of the policy is to:

- Establish an eSmart culture which is in keeping with the values of the school and the expectations outlined in the Osbornes Flat PS Appropriate use Guidelines and the Osbornes Flat Student Behaviour Management Policy which includes actions and consequences for inappropriate behaviour.
- Educate Osbornes Flat students to be smart, safe, responsible and ethical users of digital technologies.
- Recognise that explicitly teaching students about safe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.
- Gain accreditation as an eSmart school by meeting all criteria as outlined in the eSmart System Tools.

IMPLEMENTATION:

1. Osbornes Flat staff are aware of the philosophies of the eSmart program and are provided with the information necessary for Cybersafety education.
2. All Osbornes Flat students will undertake a Cybersafe program and from Year One onwards will be required with their parents to sign an Acceptable user Agreement before they will be permitted to use any information and communications technology (ICT) at school.
3. The school community will be provided with Cybersafety information on a regular basis.
4. Safe and responsible online behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home.
5. Osbornes Flat staff will raise student awareness of issues such as online privacy and intellectual property including copyright, and that some online activities are illegal and will be reported to police.
6. Osbornes Flat staff will supervise students when using digital technologies for educational purposes and provide a filtered internet service whilst acknowledging that full protection from inappropriate content can never be guaranteed.
7. Mobile phones and other personal electronic devices are not to be brought to school.
8. Osbornes Flat PS Staff will respond to issues or incidents that have the potential to impact on the wellbeing of our students.
9. All incidents of Cyberbullying must be referred to the Principal or classroom teacher for investigation and any action taken will be in line with the Student Behaviour management Policy.
10. Parents will be notified and expected to meet with school staff if students are involved in any incidents of Cyberbullying

11. Students are advised to report an incident to their teacher immediately if:

- They have experienced an incident of Cyberbullying.
- They feel the welfare of other students at the school is being threatened.
- They come across sites which are not suitable for our school.
- Someone writes something they don't like, makes them or their friends feel uncomfortable or asks them to provide private information.
- They accidentally do something which is against the rules and responsibilities they have agreed to.

12. Any student who does not follow the rules of the AcceptableUse Agreement will lose their ICT privileges for a length of time as deemed appropriate by the Principal or classroom teacher. They will also be required to complete additional Cybersafety lessons before their privileges are returned.

13. The Acceptable use Agreement also applies during school excursions, camps and extra –curricular activities.

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Osbornes Flat PS Student Acceptable Use Agreement .

I agree to use the netbooks, laptops, i-pads and Internet at our school in a responsible manner for purposes stated by my teacher.

If I find myself in unsuitable locations I will immediately click out and inform my teacher.

When working on the internet I will:

- Only work on the web for purposes specified by my teacher
- Not give out information such as my surname, address, telephone number, or parents' work address/telephone number.
- Never send a person my picture without first checking my teacher.
- Always have my teacher's permission before sending any electronic messages.
- Compose messages using only language I understand is acceptable in my school.
- Not respond to any messages that are unpleasant or that make me feel uncomfortable in any way. It is not my fault if I get a message like that. I will tell my teacher immediately if that happens.
- I will not use material from other web sites unless I have permission for the person who created the material. If I am unsure I will check with my teacher.
- Not use the internet to frighten, bully or annoy other people.
- Follow school guidelines and procedures when preparing materials for publication on the web.

I understand that breaches of the rules will see me lose my Internet access rights for a period of time determined by my teacher or the principal and undergo e smart educational activities..

Student Name _____
Student Signature _____
Date _____

Parent/Guardian Agreement:

I understand the school will provide adequate supervision and that steps have been taken to minimise risk of exposure to unsuitable material.

I do/do not consent to my child using the Internet, netbooks and i-pads at school for educational purposes in accordance with the Student Agreement above.

I do/do not consent to my child having their first name (last initial) published on the school's Internet site.

I do/do not consent to my child having their picture published on the school's website or Facebook page.

I do/do not consent to my child corresponding with others electronically.

Parent/Guardian Signature _____
Parent/Guardian Name _____
Date _____