Cyber Safety Policy

Preamble

Cyber Safety and digital citizenship is an important issue for all students. By the time students arrive at school most will already be regular and active users of digital technologies including social media tools.

Aims

The school aims to:

• Develop knowledge within the school community about Cyber Safety and digital citizenship and promote appropriate and responsible use of technology.

• Educate everyone within the school community to be alert to signs and evidence of bullying and their responsibility to report it to staff whether as observer or victim.

• Ensure that all reported incidents of bullying are followed up appropriately.

• Seek parental and peer-group support and cooperation at all times.

Definition

Cyber Safety refers to the safe and responsible use of Information and Communication Technologies (ICT).

Digital Citizenship is the concept of educating students (and all technology users) about how to use technology appropriately. This involves using technology effectively and not misusing it to disadvantage others. Digital Citizenship consists of numerous themes including appropriate online etiquette, literacy in how digital technology works and how to use it, an understanding of ethics and the law as it relates to technology, knowing how to stay safe online, and advice on health issues relating to the use of technology.¹

Cyber Safety Policy, Continued

Definition (continued)

There are nine elements of digital citizenship which can be sorted into the following groups:

- Respect Your Self / Respect Others
  - Etiquette
  - Access
  - Law

- Educate Your Self / Connect with Others
  - Communication
  - Literacy
  - Commerce

- Protect Your Self / Protect Others
  - Rights and Responsibility
  - Safety (Security)

- Health and Welfare

Four Phase Approach

The school will adopt a four-phase approach to Cyber Safety:

- Primary Prevention
- Early Intervention
- Intervention
- Post Violation

Primary Prevention

- Create an eSmart team to work towards achieving eSmart accreditation
- Provide professional development for staff relating to Cyber Safety and digital citizenship.
- Educate students on Cyber Safety and digital citizenship.
- Provision of programs that promote resilience and social skills, assertiveness, conflict resolution and problem solving

2 http://www.digitalcitizenship.net/Nine_Elements.html

Continued on next page
Cyber Safety Policy, Continued

Early Intervention

- Act on reports of inappropriate use of technology swiftly.
- Promote children reporting bullying incidents and situations which they feel unsure or uncomfortable about, involving themselves or others.
- Classroom teachers on a regular basis reminding students to report incidents, and that reporting is not dobbing.
- Public recognition and reward for positive behaviour and resolution of problems.

Intervention

- All incidents or allegations of bullying and inappropriate use will be fully investigated and documented.
- Parents will be contacted and consequences implemented consistent with the school’s Student Code of Conduct and Student Engagement, Wellbeing, and Positive Behaviour Support Policies.

Post Violation

- Consequences of may involve:
  - Exclusion from class
  - Exclusion from yard
  - School suspension
  - Withdrawal of privileges and digital access
  - Ongoing counselling
- Ongoing monitoring of identified bullies
- Rewards for positive behaviour