DIGITAL TECHNOLOGIES ESMART POLICY

RATIONALE
We want our students to be confident and safe while using technology in our school. Princes Hill Primary School is an eSmart school and promotes cyber safety in the community. We believe that explicitly teaching about safe and responsible online behaviours is essential, and we feel that involving families in this process will be crucial for the eSmart program's success. We hope that families will support this program by reinforcing good decision-making and appropriate use of technology at home.

PURPOSE
The impact of Digital Technologies will continue to have an ever-increasing effect on educational resources and learning opportunities for our school. The ability to use digital technologies effectively will be a life skill for our students.

GUIDING PRINCIPLES

Students Must Understand the Acceptable Use

1. Before being allowed to use school computers all students must sign an Acceptable Use Agreement, outlining expectations and standards of behaviour for the use of technology at school.
2. The school supports parents/guardians to understand safe and responsible use of digital technologies, potential issues and the strategies that they can implement at home to support their child; providing this Acceptable Use Agreement and current information from both the Department of Education and Training and Cybersmart.

Princes Hill Primary School supports safe use of digital technologies

3. The school leadership team and teachers will work together to ensure the safety of all school members in situations of bullying (including cyber bully) and educate our students to be safe and responsible users of digital technologies. The school aims to raise our students' awareness of issues such as online privacy, intellectual property and copyright.
4. The school accepts that some parents provide their children with mobile phones to protect them from everyday risks involving personal security and safety. Use of mobile phones during school hours is prohibited, and all mobile phones brought to school must be checked in with the teacher at the beginning of the school day. These are not to be used during the school day.
5. The school knows that some online activities are illegal and as such we are required to report this to the appropriate authority
6. The school has a privacy policy and has undertaken a privacy impact assessment for online services used at the school.

Student Wellbeing

7. The school has a Student Wellbeing Policy that states our school's values and expected standards of student behaviour. The school responds to issues or incidents that have the potential to impact on the wellbeing of our students including those reported through online services. Disciplinary consequences for bullying and harassment or breaches of the Acceptable Use Agreement will comply with the Wellbeing Policy. Teachers document all breaches of the Acceptable Use Agreement.

8. Victims and their carers will be encouraged to report incidents of harassment and cyberbullying occurring outside of school hours to law enforcement bodies. Any incidents that occur during school hours will be dealt with in consultation with the eSmart committee, teachers and families of students involved in accordance with this policy and the Student Wellbeing Policy.

Students are Supervised and Monitored

9. The school supervises and supports students when using digital technologies within the classroom and establish clear protocols and procedures when working in online spaces including reviewing and considering the safety and appropriateness of online tools and communities. At times it may be necessary to monitor and control the system and we reserve the right to monitor individual usage and report, any indications of misconduct or prohibited use.

10. The school provides a filtered Internet service but acknowledges that full protection from inappropriate content can never be guaranteed.

REVIEW
This policy will be reviewed May 2019