



eSmart Policy

Rationale:

Information and Communications Technology (ICT) is present in all aspects of contemporary life. Kew 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 student's cyber risks (such as cyber bullying, online sexual predation, sexting, identity theft and fraud). We believe that explicitly teaching students about safe and responsible online behaviours is essential to reducing such risks and is best taught in partnership with parents/guardians.

Cyberbullying

Cyberbullying is often subtle and occurs outside the school environment. At Kew Primary School, instances of cyberbullying are seen as just as severe as any other form of bullying and, as such, will be dealt with in the same way.

Many students being bullied also experience some form of cyberbullying. Cyberbullying is defined as; bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites. Examples of cyberbullying include mean text messages or emails, rumours sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles. (Stopbullying.gov.au, 2016)

Aims:

- Achieve accreditation as an eSmart school by meeting all criteria as outlined in the eSmart System Tools
- 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. Parents can view Cybersafe programs at www.cybersmart.gov.au
- Educate Kew Primary Students to be smart, responsible and ethical users of digital technologies
- Further strengthen a culture at Kew PS which is in keeping with the values of the school and the expectations outlined in the Kew PS ICT Policy and User Agreements, The Student Engagement & Wellbeing Policy, Behaviour Management Policy and Preventing Bullying Policy.

Implementation:

- The school community will be provided with Cybersafety information on a regular basis
- All Kew PS staff will be provided with the necessary information and professional learning on Cybersafety education
- Students use of all digital technologies at Kew PS must be in accordance with the ICT User Agreement and other such appropriate policy documents
- Students will be required with their parents to sign an ICT User Agreement at the beginning of each school year before they are permitted to use any form ICT at Kew PS

- Incidents of Cyberbullying must be first referred to the class teacher or if the seriousness of the matter requires, reported to the Principal and/or Assistant Principal for investigation and any action taken will be in line with the Preventing Bullying Policy, Behaviour Management Policy and Student Engagement and Wellbeing Policy.
- Parents will be notified and expected to meet with school staff if their child(ren) are involved in any incidents of cyberbullying that occurs during school hours or school related activity.
- All incidents of cyber bullying will be investigated and recorded in a central location on the school network
- Students are advised and encouraged to report to their teacher 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 or images that are not suitable for the school
 - Some writes something that makes them or their friends feel uncomfortable or asks them to provide private information
 - They accidentally do something which is against the rules and expectations they have agreed to in the ICT User Agreement.
- The eSmart Policy applies during school hours including excursions, camps and extra-curricular activities.

Resources:

Behaviour Management Policy

Student Engagement & Wellbeing Policy

<http://www.education.vic.gov.au/about/programs/bullystoppers/Pages/esmart.aspx>

Evaluation:

This policy will be reviewed as part of the school's three year review cycle in 2018.

This policy was ratified by School Council in JUNE 2016