



E-SMART

POLICY

To be read in conjunction with the Digital Technologies Policy and Anti-Bullying Policy

Rationale:

Students who attend Woodville Primary School spend increasing amounts of time online, learning and collaborating with others at school. At home they regularly access the Internet to maintain contact with friends and make new ones. They send emails, create their own websites, send text messages and images via mobile phones, message others through IMs (instant messaging), chat in chatrooms, post on discussion boards and seek out new friends in community sites. While most interactions are positive, there are increasing reports of these technologies being used to harass and intimidate others. This has become known as cyber bullying.

Aims:

- To educate students on their role and responsibilities as a digital citizen, including awareness of dangers and managing their online identities (digital footprint).
- To reinforce within the school community what bullying is (including cyber-bullying), and the fact that it is unacceptable.
- Everyone within the school community to be alert to signs and evidence of cyber-bullying and to have a responsibility to report it to staff, whether as observer or victim.
- To ensure that all reported incidents of bullying (including cyber-bullying), are investigated appropriately and that support is given to both victims and perpetrators.
- To seek parental and peer-group support and co-operation at all times.

Definition

Cybersafety is made up of two strands: Cyber-bullying and Communicating Safely.

- **Cyber-bullying** involves the use of information and communication technologies (including mobile phones) to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others. Bullies deliberately set out to intimidate, exclude, threaten and/or hurt others repeatedly. Bullying is a clear form of harassment. People who use the internet, email, intranets, phones or similar technologies to bully others are cyberbullies and are breaking the law.
- **Communicating Safely** reflects the need for students to remain safe while using online resources such as social networking tools, like Facebook and MSN messenger, as well as using websites and online resources responsibly and respectfully.

At Woodville Primary School students use the internet and other digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly. To be safe online and to gain the greatest benefit from the opportunities provided through an online environment, students need to do the right thing by themselves and others online, particularly when no one is watching. Woodville Primary School believes the teaching of cybersafe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

Some online activities are illegal and as such will be reported to police.

Woodville Primary School is committed to developing a safe environment where the students act respectfully and positively towards each other in acceptable and non-threatening ways.

Staff at Woodville Primary School have the responsibility to ensure that:

- all forms of cyber bullying are prohibited at Woodville Primary School
- staff are aware of cyber bullying and are able to identify and look for signs of occurrence among the students
- Students are aware that communicating with people online, that there are some risks, including inappropriate contact with other people.
- students are aware of the consequences of cyber bullying (student code of conduct)
- a code of conduct is in use for technology, including computers, iPads and mobile phones, whilst on the school premises
- all cases of cyber bullying are reported to the Assistant Principal / Principal and responded to promptly
- there is supervision of technology that is effective for monitoring and deterring cyber bullying

Students at Woodville Primary School have a responsibility to ensure that they:

- hand in mobile phones to the office before school and collect them at the end of the day
- do not participate in cyber bullying
- do not use mobile phones, cameras or other digital devices to record audio and visual material that is not authorised as part of the school curriculum program
- do not breach the privacy of students, staff and members of the school community through any unauthorised recording or filming, or photography
- report incidents of cyber bullying to a member of staff
- advise students being victimised by cyber bullying to talk to an adult
- offer to speak to an adult on behalf of the student who is being victimised by cyber bullying
- do not share their passwords with anyone to protect their own (and others) privacy and personal information.
- do not upload or pass on any content that may be harmful or hurtful to others.
- do not upload content about or by others without their consent

Strategies

- Parents, teachers, students and the community will be aware of the school's position on cyber- bullying. Teachers will be regularly reminded of their duty of care regarding protection of students from all forms of bullying.
- Educate the school community about the seriousness of cyberbullying, its impact on those being bullied and how this behaviour is unacceptable
- Provide programs that promote resilience, life and social skills, assertiveness, conflict resolution and problem solving.
- Provide eSmart curriculum to all students, as outlined on the ICT Scope and Sequence plan.
- Encourage children and staff to report cyberbullying incidents involving themselves or others.
- Classroom teachers and principal on a regular basis remind students and staff to report incidents of cyberbullying.
- Parents are encouraged to contact the school if they become aware of a problem

Evaluation:

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

This policy was last ratified by School Council in....

May 2014