



Esmart Policy

Purpose:

Bonbeach Primary School is committed to providing a safe, respectful and caring learning environment for all its students where technologies are used smartly, safely and responsibly for learning and communicating.

The purpose of this policy is to develop a whole school approach to ensure its students are protected from bullying and cyberbullying both while at school and when in their home environment.

Scope

This policy applies to students in all year levels.

Policy:

Bonbeach Primary School is committed to educating not only its students, but also its wider community. As such, information relating to the eSmart Curriculum will be produced and distributed through school newsletters and the school website. Information sessions, which may include guest speakers, will be made available to the wider school community at times which will be advertised through the normal channels of communications.

Our school actively supports access by students to the widest variety of information resources available, accompanied by the development of the skills necessary to filter, analyse, interpret and evaluate information encountered.

Throughout each school year, students will receive explicit education of an eSmart curriculum in relation to:

- Staying safe online;
- How to deal with conflict, bullying, cyberbullying and harassment; and
- Building confidence, resilience, persistence, getting along and organisational skills.

The school undertakes to ensure that information published on the Internet by students or the school is of a high standard, and meets legal requirements and standards of general practice within the community in relation to copyright, safety and decency.

Consequences of publishing, accessing or failing to notify the coordinator of inappropriate material shall include the removal of access rights.

Students are to complete, sign and return the eSmart Agreement each year. Students will not be permitted to use any technology until a signed eSmart Agreement has been received by the school.

Teachers are responsible for ensuring that students adhere to the eSmart Agreement whilst at school.

Privacy of students, parents, staff and other users must be recognised and respected at all times. When identifying students, only the student's first name and last initial will be used.

In line with the Bullying Prevention Policy, all students and staff are responsible for reporting any form of bullying (including cyber-bullying) or harassment to either a teacher or the student welfare coordinator. The teacher or student welfare coordinator will follow the procedures as set out in the abovementioned policy documents.

The school community as a whole has a responsibility for the safety of the students at Bonbeach Primary School, and as such, parents and caregivers and others who witness any form of conflict, bullying (including cyber-bullying) or harassment are expected to report this to the student welfare coordinator as soon as is practicable.

Further Information and Resources

- Bullying Prevention Policy
- Code of Behaviour Policy
- Information and Communications Technology (ICT) Policy; and
- Technology Policy.

Review Cycle

This policy was last updated in November 2019 and is scheduled for review in November 2022.



Student Computer & Internet Use Code of Conduct

The computer network of Bonbeach Primary School has been provided for us to use a tool in our classrooms and Computer Lab. We will be able to use the computers to get information from around the world to help us learn.

Care and Usage of the Equipment

- I will take great care when using the computer equipment throughout the school.
- I will not eat or drink near the computers.
- I will only use the computer with a teacher's permission.
- I will not copy, download or put my own software on the school computers as this may cause a virus.

Work Habits

- I agree to follow all teaching instructions when using the computers.
- When using the World Wide Web, I will only search for information about my work.
- I will only read my own email.
- I will make sure that the email I send out shows politeness and respect as a representative of Bonbeach Primary School.
- I will not submit other people's work as my own.
- My behaviour in computer classes will be responsible and courteous at all times.
- I will work cooperatively and conscientiously at all times.
- I will only access sites relevant to my work or as instructed by a teacher.

Personal Safety

- I will use only my first name when communicating with other people.
- I will not give out mine or anyone else's name, address or phone number.
- I will tell my teacher if I find any information that makes me feel bad or uncomfortable.
- I will not meet anyone I have met "on-line" without my parents' permission.

I have discussed this with my parents and agree to follow all of these rules. I understand that breaches of the rules, will result in me losing my rights to use the internet/intranet and/or the computers for a period of time determined by my teacher and the Learning Technologies committee.

Student's Signature: _____

Date: _____

I agree to allow my child to access the internet/intranet and that if he/she does not follow the above rules their privilege of use of the internet/intranet or the computers in the school may be revoked.

I **do / do not** consent to my child having their photo/work published on the school's Internet site.

I **do / do not** consent to my child corresponding with others, using email.

Parent's Signature: _____

Date: _____