



Morningson Park Primary School

Part A – School Support for the Safe and Responsible Use of Digital Technologies

In line with curriculum, Morningson Park Primary School believes the teaching of cyber safe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school.

Students spend increasing amounts of time online, learning and collaborating. 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. Safe and responsible behaviour is explicitly taught when appropriate at our school and parents/carers are expected to reinforce this behaviour at home.

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

The following agreements once signed will be valid for the duration of the student's time at **Morningson Park Primary School**. You will only be asked to sign another agreement in the case of this document being updated.

Definitions of Key Terms

eSmart: A Victoria Government initiative, developed by the Alannah and Madeline Foundation, which aims to eliminate cyber bullying by changing cyber safety behaviours of information and technology users.

Cyber Risk: Dangers involving digital technologies. This includes: Cyber bullying, inappropriate content, hacking, identity theft, hardware and software security

Cyber Safety: Protection from Cyber Risks.

ICT: An acronym for Information Communication Technology. In an educational sense, the use of digital technologies to aid learning.

Bullying: Repetitive behaviour, involving an imbalance of power, that physically, psychologically or socially harms a specific person, or group. A report from the Department of Education and Early Childhood Development identifies four types of bullying:

- 1. Physical Bullying** –behaviour that causes physical harm to another person, or damage to property.
- 2. Verbal Bullying** –behaviour that causes psychological or social harm to another person through verbal remarks. This can include: insults, teasing, intimidation, homophobic/racist remarks
- 3. Covert Bullying** Physical and/or Verbal bullying, but done 'behind a person's back'. This can include: spreading rumours, negative physical gestures, playing nasty jokes, encouraging other to socially exclude someone, damaging another person's social reputation
- 4. Cyber bullying** –Covert or overt bullying using digital technologies. This can include: harassment via a mobile phone, email, social networking spaces etc., deliberately excluding someone from social network spaces, setting up a defamatory website

When appropriate, Mornington Park Primary School uses the internet and digital technologies as teaching and learning tools. We see the internet and digital technologies as valuable resources, but acknowledge they must be used responsibly.

Your child has been asked to agree to use the internet and mobile technologies when appropriate responsibly at school. Parents/guardians should be aware that the nature of the internet is such that full protection from inappropriate content can never be guaranteed.

At **Mornington Park Primary School** we:

- Have policies in place that outline the values of the school and expected behaviours when students use digital technology and the internet
- Provide a filtered internet service
- Provide supervision and direction in online activities and when using digital technologies for learning
- Support students in developing digital literacy skills
- Have a cyber safety program at the school, which incorporates cyber risks, cyber safety and protecting yourself online, which is reinforced across the school
- Have a curriculum which incorporates the explicit teaching of technology knowledge and skills which is reinforced across the school
- Use mobile technologies for educational purposes (e.g. podcasts or photo's from excursions)
- Work with students to outline and reinforce the expected behaviours using digital technologies

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Part B – Student Acceptable User Agreement

The internet and other technologies are important school resources linking computers throughout the world. Through the internet we can communicate with people using different mediums, e.g. email, and research information that is current and has great educational value.

At **Mornington Park Primary School** we have internet access in all classrooms. Access to the internet by students will be supervised by teachers and will be for educational purposes only. The purpose of these guidelines is to ensure that the students at **Mornington Park Primary School** who use the internet and other technologies do so in an appropriate manner.

When I use digital technology - I agree to:

- Be a safe, responsible and ethical user whenever and wherever I use it
- Support others by being respectful in how I communicate with them and never write or participate in online bullying (this includes forwarding messages and supporting others in harmful, inappropriate or hurtful online behavior)
- Talk to a teacher if I feel uncomfortable or unsafe online or see others participating in unsafe, inappropriate or harmful behavior
- Seek to understand the terms and conditions of websites and online communities and be aware that content I upload or post is my digital footprint
- Protect my privacy rights and those of other students by not giving out personal details including full names, telephone numbers, addresses and images
- Use the internet for educational purposes and use the equipment properly
- Abide by copyright procedures when using content on websites (ask permission to use images, text, audio and video and cite references where necessary)
- Think critically about other users' intellectual property and how I use content posted on the internet
- Not interfere with network security, the data of another user or attempt to log into the network with a user name or password of another student
- Not reveal my password to anyone except the system administrator or the teacher
- Not bring or download unauthorized programs, including games, to the school or run them on school computers
- Not upload inappropriate content

When I use Mobile Devices - I agree to:

- Take my mobile phone, iPod or other mobile device to the school office to be signed in, upon my arrival at school. I understand that I may collect the device after 3.20pm
- Take responsibility for my mobile phone, iPod or other mobile devices while travelling to and from school
- Leave my portable devices at home during school excursions, camps and extra-curricular activities (unless specifically requested by my teacher)
- Protect the privacy of others and never post or forward private information about another person using Short Message Service (SMS) or Messages
- Only take photos and record sound or video when it is part of an approved lesson
- Seek permission from individuals involved before taking photos, recording sound or videoing them (including teachers)
- Seek appropriate (written) permission from individuals involved before publishing or sending photos, recorded sound or video to anyone else or to any online space
- Be responsible for all digital imagery that I have taken
- Be respectful in the photos I take or video I capture

This Acceptable Use Agreement also applies during school excursions, camps and extra-curricula activities. I acknowledge and agree to follow these rules.

I have read the Acceptable Use Agreement carefully and understand the significance of the conditions and agree to abide by these conditions. I understand that any breach of these conditions will result in my internet and mobile technology access privileges being limited, suspended or revoked based on our school code of conduct.

Student Name:

Year Level:

Student Signature:

Parent/Guardian Signature:

Date:

For further Support with online issues students can call Kids Helpline on 1800551800.

Parents/carers call Parentline 132289 or visit <http://www.cybersmart.gov.au/report.aspx>

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Part C – Parent/ Guardian Agreement

As parent/guardian of _____ I agree to the terms and conditions of these agreements. I understand that these agreements will be in place for the duration of my child's enrolment. If there are changes to this agreement you will be notified in writing. I understand that if our circumstances change, I will notify the school.

Website and Media Publication Agreement: Please tick

I consent to my child having their first name published on the school's Internet web site.

I consent to my child having their photo published on the school's internet site.

I consent to my child corresponding with their class and teacher, using electronic mail (e-mail) through the schools internet access when appropriate.

I consent to my child having their first name published as part of recognizing outstanding achievement, celebrating success or as part of the schools promotional strategies

I consent to my child's photographs, video, audio or other forms of electronic recording to be used as part of recognising outstanding achievements, celebrating successes or as part of school promotional strategies.

Note: a worldwide audience can access student work published on web pages

Guardian Signature:

Date:

Guardian Full Name:

Internet and Email Access Approved by (Classroom Teacher):