Cyber Safety At Woodcroft Primary School

The measures to ensure the cyber-safety of Woodcroft Primary School are based on our core school values of Caring, Cooperation, Responsibility, Respect, and Excellence. To assist us to enhance learning through the safe use of information and communication technologies (ICTs), we are now asking you to read this document and sign the attached Use Agreement Form.

Rigorous cyber-safety practices are in place, which include cyber-safety Use Agreements for staff and learners, who have been involved in the development of the agreement. Child protection education, such as the Keeping Safe child protection curriculum, includes information about remaining safe when using new technologies and is provided to all learners.

The computer network, Internet access facilities, computers and other ICT equipment/devices bring great benefits to the teaching and learning programs at Woodcroft Primary School, and to the effective operation of the school. The ICT equipment is for educational purposes appropriate to this environment, whether it is owned or leased either partially or wholly by the school, and used on or off the site.

The overall goal of Woodcroft Primary School is to create and maintain a cyber-safety culture that is in keeping with our values and with legislative and professional obligations. The Use Agreement includes information about your obligations, responsibilities, and the nature of possible consequences associated with cyber-safety breaches that undermine the safety of the school environment.

All learners will be issued with a Use Agreement and once signed consent has been returned to school, learners will be able to continue to use the school ICT equipment.

Material sent and received using the network may be monitored and filtering and/or monitoring software may be used to restrict access to certain sites and data, including e-mail.

While every reasonable effort is made by schools, preschools and DECS administrators to prevent children’s exposure to inappropriate content when using the department’s online services, it is not possible to completely eliminate the risk of such exposure. In particular, DECS cannot filter Internet content accessed by your child from home, from other locations away from school or on mobile devices owned by your child. DECS recommends the use of appropriate Internet filtering software.


Important Terms

Cyber bullying
Bullying which uses e-technology as a means of victimising others. It is the use of an Internet service or mobile technologies - such as e-mail, chat room discussion groups, instant messaging, webpages or SMS (text messaging) - with the intention of harming another person.

School and preschool ICT
Referring to the school's or preschool's computer network, Internet access facilities, computers, and other ICT equipment/devices as outlined below.

Inappropriate material
Material that deals with matters such as sex, cruelty or violence in a manner that is likely to be injurious to children or incompatible with a school or preschool environment.

Cyber-safety
Refers to the safe use of the Internet and ICT equipmentdevices, including mobile phones.

ICT equipment/devices
Includes computers (such as desktops, laptops, PDAs), storage devices (such as USB and flash memory devices, CDs, DVDs, floppy disks, iPods, MP3 players), cameras (such as video and digital cameras and webcams), all types of mobile phones, gaming consoles, video and audio players/receivers (such as portable CD and DVD players), and any other, similar, technologies.

E-crime
Occurs when computers or other electronic communication equipment/devices (eg Internet, mobile phones) are used to commit an offence, are targeted in an offence, or act as storage devices in an offence.
Students

Parents/caregivers play a critical role in developing knowledge, understanding and ethics around their child’s safety and safe practices. Being cyber-safe is no exception. We invite you to discuss with your child the following strategies to help us stay safe when using ICT.

1. I will use the computers and other ICT equipment only for my learning and only with my teacher’s permission.
2. I will go online or use the Internet at school only when a teacher gives permission and an adult is present.
3. If I am unsure whether I am allowed to do something involving ICT, I will ask the teacher first.
4. I will use the ICT equipment and social media for positive purposes. I will not be mean, rude or unkind to, or about, other people. I will use the school values of caring and respect at all times.
5. If I have my own user name, I will log on only with that user name. I will not allow anyone else to use my name.
6. I will keep all passwords private.
7. If I find anything that upsets me, is mean or rude, or that I know is not acceptable at our school, or is against our school values, I will: • not show others • turn off or minimise the screen • get a teacher or responsible adult straight away.
8. Only with written permission from home and the school will I bring any ICT equipment/devices to school. This includes things like mobile phones, iPods, games, cameras, and USB/portable drives.
9. If I do have permission to bring a mobile phone or wireless device to school, it will be handed to my teacher on arrival for secure storage and collected before I leave for the day.
10. I will ask my teacher’s permission before I put any personal information online, including: • my full name

Parents

I understand that Woodcroft Primary School will:
• do its best to enhance learning through the safe use of ICTs. This includes working to restrict access to inappropriate, illegal or harmful material on the Internet or on ICT equipment/devices at school, or at school related activities
• work with children and their families to encourage and develop an understanding of the importance of cyber-safety through education designed to complement and support the Use Agreement initiative. This includes providing children with strategies to keep themselves safe in a connected online world
• respond to any breaches in an appropriate manner

Parents/caregivers welcome enquiries at any time from parents/caregivers/legal guardians or children about cyber-safety issues.

My responsibilities include:
• discussing the information about cyber-safety with my child and explaining why it is important
• supporting the school’s cyber-safety program by emphasising to my child the need to follow the cyber-safety strategies
• contacting the principal or nominee to discuss any questions I may have about cyber-safety and/or this User Agreement.

Please cut off the following permission slip (retain the top half for your records) and return to school as soon as possible

I have read and understood this Cyber-safety Agreement and I am aware of the school’s initiatives to maintain a cyber-safe learning environment.

Name of student

Signature

Room Number:_____

Name of Parent/Caregiver/Legal Guardian

Signature

Date:____/____/__________