

CYBERSAFETY AT TIMBARRA P-9 COLLEGE

CYBERSAFETY USER AGREEMENT FOR PRIMARY STUDENTS 3-6

Section A: Introduction/Instructions

Section B: Cyber safety rules for Primary Students

Section C: Cyber safety user agreement form

Instructions for parents/guardians:

1. Please read the Introduction and Cyber safety rules carefully. If there are any points you would like to discuss, please let the school office know as soon as possible.
2. Discuss the cyber safety rules with your child.
3. Digitally sign the User Agreement Form.
4. Please keep Section A (the first page) for future reference.

At our school we:

- Support the rights of all members of the school community to engage in and promote a safe, inclusive and supportive learning environment.
- Have a Student Engagement Policy that clearly states our school's values and the expected standards of student behaviour, including actions and consequences for inappropriate behaviour.
- Educate our students to be safe and responsible users of digital technologies.
- Raise our students' awareness of issues such as online privacy, intellectual property and copyright.
- Supervise students when using digital technologies for educational purposes.
- Provide a filtered internet service but acknowledge that full protection from inappropriate content can never be guaranteed.
- Respond to issues or incidents that have the potential to impact on the wellbeing of our students.
- Know that some online activities are illegal and as such we are required to report this to the police.
- Provide parents/guardians with a copy of this agreement.
- Support parents/guardians to understand the importance of safe and responsible use of digital technologies, the potential issues that surround their use and strategies that they can implement at home to support their child.

Further Support

- For further support with online issues students can call Kids Helpline on 1800 55 1800.
- Parents/carers call Parentline 132289.

Safe and Responsible Behaviour – Student Declaration – Primary 3-6

When I use digital technologies I communicate respectfully by thinking and checking that what I write or post is polite and respectful.

This means I:

- never send mean or bullying messages or pass them on, as this makes me part of the bullying
 - don't use actions online to be mean to others. (This can include leaving someone out to make them feel bad)
 - don't copy someone else's work or ideas from the internet and present them as my own. (I will include the website link).
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*When I use digital technologies I protect personal information by being aware that my full name, photo, birthday, **address** and phone number is personal information and not to be shared online.*

This means I:

- protect my friends' information in the same way
 - protect my password and I don't share it with others
 - don't join a space online without my parents or teacher's guidance and permission
 - never answer questions online that ask for my personal information.
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When I use digital technologies I look after myself and others by thinking about what I share online.

This means I:

- never share my friends' full names, birthdays, school names, addresses and phone numbers because this is their personal information.
 - speaking to a trusted adult if I see something that makes me feel upset or if I need help.
 - speak to a trusted adult if someone is unkind to me.
 - speak to a trusted adult if I know someone else is upset or scared.
 - stop to think about what I post or share online.
 - use spaces or sites that are right for my age.
 - don't deliberately search for something inappropriate.
 - either turn off the screen or use the back button if I see something I don't like and tell a trusted adult.
 - am careful with the equipment I use.
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I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement. I understand that there are actions and consequences established within the school's Student Engagement Policy if I do not behave appropriately.

Definition of Digital Technologies

Cyber Safety User Agreement Form

This Acceptable User Agreement applies to digital technologies, social media tools and learning environments established by our school or accessed using school owned networks or systems, including (although are not limited to):

- School owned ICT devices (e.g. desktops, laptops, printers, scanners)
- Mobile phones
- Email and instant messaging
- Internet, Intranet and Ultranet
- Social networking sites (e.g. Facebook, SuperClubsPLUS)
- Video and photo sharing websites (e.g. Picasa, Youtube)
- Blogs
- Micro-blogs (e.g. Twitter)
- Forums, discussion boards and groups (e.g. Google groups, Whirlpool)
- Wikis (e.g. Wikipedia)
- Vod and podcasts
- Video conferences and web conferences.

This Acceptable User Agreement applies when I am using any of the above digital technologies at school, at home, during school excursions, camps and extra-curricula activities.

I understand and agree to comply with the terms of acceptable use and expected standards of behaviour set out within this agreement. I understand that there are actions and consequences established within the school's Student Engagement Policy if I do not behave appropriately.

