



St Michael's Collegiate Middle School CyberSafety Agreement 2018

At St Michael's Collegiate we support the right of all members of the School community to access safe and inclusive learning environments, including digital and online spaces. This form outlines the School's roles and responsibilities in supporting safe digital learning, as well as the expected behaviours we have of our students when using digital or online spaces.

At our School we:

- Have a Student Code of Conduct that outlines our School's values and expected student behaviour. This Policy includes online behaviours,
- Have programs in place to educate our students to be safe and responsible users of digital technologies,
- Educate our students about digital issues such as online privacy, intellectual property and copyright,
- Supervise and support students using digital technologies in the classroom,
- Use clear protocols and procedures to protect students working in online spaces. This includes reviewing the safety and appropriateness of online tools and communities, removing offensive content at earliest opportunity, and other measures,
- Provide a filtered internet service to where possible block inappropriate content,
- Use online sites and digital tools that support students' learning,
- Address issues or incidents that have the potential to impact on the wellbeing of our students,
- Refer suspected illegal online acts to the relevant Law Enforcement authority for investigation,
- Support parents and care-givers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home. The following resources provide current information from both the Department of Education & Training and The Children's eSafety Commission:
 - Bullystoppers Parent Interactive Learning Modules (www.education.vic.gov.au/about/programs/bullystoppers/Pages/parentmodules.aspx)
 - iParent | Office of the Children's eSafety Commissioner (<https://www.esafety.gov.au/education-resources/iparent>)

Safe, responsible and behaviour

When I use digital technologies **I communicate respectfully** by:

- always thinking and checking what I write or post is polite and respectful,
- being kind to my friends and all students at the School and understanding how the things I do or say online might make them feel,
- not sending mean, harassing or bullying messages or forwarding them to other people,
- when creating and presenting my own work, and if I copy something from online, letting my audience know by sharing the website link to acknowledge the source,
- not posting or sharing sexually suggestive, nude or partially clothed photos of myself or others,
- not pretending to be someone else or post messages on behalf of someone else,
- using the internet with positivity,
- following my family's rules on using technology outside school.

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 is not to be shared online.

This means I:

- protect my passwords and don't share them with anyone except my parents,
- only join online communities with my parents or teacher's guidance and permission,
- never answer questions online that ask for my personal information,
- know not to post three or more pieces of identifiable information about myself,
- not post photos of my friends or myself in school uniform.

When I use digital technologies I **respect myself and others** by thinking about what I share online.

This means I:

- stop to think about what I post or share online,
- use spaces or sites that are appropriate, and if I am not sure I ask a trusted adult for help,
- protect my friends' full names, birthdays, school names, addresses and phone numbers because this is their personal information,
- speak to a trusted adult / teacher if I see something that makes me feel upset or if I need help,
- speak to a trusted adult / teacher if someone is unkind to me or if I know someone else is upset or scared,
- don't deliberately search for something rude or violent,
- turn off or close the screen if I see something I don't like and tell a trusted adult / teacher,
- am careful with the equipment I use.

I will use this knowledge at School and everywhere I use digital technologies.

Student Agreement

(Parent / Guardian Name)

I have discussed this policy with _____ and she acknowledges the commitment to be a polite, safe, responsible and ethical user of digital technologies.

As a student I will continue to learn to use digital technologies safely and responsibly.

I will ask a trusted adult / teacher for help whenever I am unsure or feel unsafe.

Student Signature

Parent / Guardian
Signature

Date