

POLICY: CYBERSAFETY

RATIONALE:

There is a need for strong checks and safety systems to ensure the safety of Internet use at school.

GUIDELINES:

1. All staff and students, from year 4 upwards, will have a signed Cyber Safety Agreement, which will be stored in classroom folders/staff ICT folder.
2. All families will be issued a copy of their child's first signed Use Agreement.
3. Students will continue to be supervised by adults when using Internet.
4. All visitors wishing to use school Internet access will be requested to read the Adult Cybersafety Use Agreement and sign accordingly in a visitors' book.
5. N4L (Network for Learning), which supplies our internet, also provides comprehensive, safe filtering of a wide range of sites, including any school requested blocking, along with Watch Dog.
6. Guidelines need to be reviewed annually/as required to ensure that our internet practice is effective and that any appropriate internet innovations, new web filter/safety systems or programmes are incorporated as need within Board of Trustees financial constraints.

Last Reviewed: May 2016

STUDENT CYBERSAFETY CONTRACT

RULES TO HELP US STAY SAFE USING ICT AS SCHOOL:

1. I can only use computers, laptops and other digital equipment for schoolwork and only with adult permission.
2. I can only go online or use the internet at school when a teacher gives permission and an adult is present.
3. If there is something online I'm not sure about I will ask my teacher/an adult.
4. I will not use any e-devices to be mean, rude or unkind about others.
5. I will not tell anyone my passwords.
6. If I find anything that upsets me, is mean or rude or things I know are not acceptable at our school I will:
 - a. Not show others
 - b. Get a teacher or take the device to a teacher.
7. I will ask teachers for permission before I put any personal information online:
 - a. Personal information includes:
 - i. Name
 - ii. Address
 - iii. Email address
 - iv. Phone numbers
 - v. Photos
8. I will be careful with and look after all our school electronic equipment.
9. I will follow the school cybersafety rules.
10. I will tell a teacher about anything wrong or damaged.
11. I will consult with a teacher if I am bringing my own digital device to school, to ensure that it is safe to connect into the school server and Internet system and I will use it under the same rules as for school equipment.
12. I know that Hunterville School has the right to check e-devices at school at any time to make sure all use of them is safe.

I UNDERSTAND THAT IF I BREAK THESE RULES, CONSEQUENCES WILL APPLY!

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I have read the Cybersafety rules and I am aware of my responsibilities:

Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_