Digital Technologies and Cyber Safety Policy

Preamble

Aldinga Beach recognizes the important role of digital technologies both in the classroom and in the rapidly changing world beyond. Aldinga Beach B-7 School strives to build a community of responsible digital citizens. This policy aims to outline appropriate and inappropriate use of digital technologies both inside and outside the classroom. Parents/Caregivers are required to read and sign this document to show their acceptance of the Digital Technologies and Cyber Safety Policy. Parents/Caregivers are encouraged to sit down with their children to explain this document to them to ensure their understanding of how Digital Technologies and Cyber Safety are treated at Aldinga Beach B-7 School.

In School use of Digital Technologies

Teachers will provide students with access to digital devices such as computers and iPads during school hours for educational purposes. Students are also provided with a username and a password to access the school network. The school will ensure that any devices provided to students will require the use of this username and password in order to access the device.

Traffic through the school network is monitored and any student found to have accessed inappropriate content on the school network will have their login rights restricted for a minimum of 1 week. Inappropriate content may include, but is not limited to:

- Pornography
- Video games
- Violent content
- Entertainment based services
- Chat rooms
- Social Media

Students are required to keep their username and password to the school network private. Students may not log another student onto the school network using their own username and password. This may result in having their login rights restricted for a minimum of 1 week.

Mobile Phones and Personal Digital Devices

Aldinga Beach B-7 School acknowledges that mobile phones may be used by some families for safety purposes whilst travelling to and from school. The decision whether or not to send their children to school with a mobile phone or other personal digital device is made by parents/caregivers however during school hours students must

- Switch their phone to silent or off; and
- Provide their device to their teacher upon entering the classroom to be locked away inside the classroom.

Student devices will be returned when the school day ends at 3:00pm.

If a student makes the choice to not hand their device to their teacher, the process below will be followed.

1. The student will receive a reminder that phones are to be provided to the teacher in accordance with this policy.
2. If the student still refuses to provide their device to the teacher, they will be asked if they are making the choice not to follow the school's Digital Technologies and Cyber Safety Policy.
3. If the student is making that choice, their phone will be confiscated by a staff member.
4. If the student prevents their device from being confiscated, the school will contact the student's parents/caregiver to arrange a take home from school.
5. The student will not be able to re-enter the school until a re-entry meeting has occurred between the student, parents/caregivers, teacher and a member of the leadership team.

Aldinga Beach B-7 School accepts no responsibility for any loss or damage to a student's device. The school will not investigate lost or stolen devices. If families believe their device has been stolen they are encouraged to make a report to SA Police.

Digital Relationships

Children and young people are increasingly seeing less of a divide between the real world and the digital world. Relationships and interactions between young people in today's world almost always have a digital aspect. Children and young people are more connected with each other than ever before and, whilst this can have its benefits, it means that students who are experiencing negative relationships with their peers often find this negativity spreading far beyond the school yard into their digital lives.

Cyber Bullying

Cyber bullying is the use of digital technologies such as the internet and mobile phone services to intentionally ridicule, harass, humiliate, intimidate or threaten others. This can take many different forms including, but not limited to

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- Teasing
- Spreading rumours
- Impersonating others online
- Excluding others
- Threats
- Suicidal encouragement
- Sending unwanted messages and pictures
- Sharing pictures and personal information of others without consent
- Distribution of pornography
- Distribution of sexually suggestive images of children
- Distribution of child pornography

Any cyber bullying will be dealt with in the school according to the school's behavior policy whether it occurs inside or outside of the school.

Cyber Bullying can be a crime under state and federal legislation and as such, the school may choose to refer instances of cyber bullying to SA Police. Any instances of threats, suicidal encouragement, distribution of pornography, distribution of sexually suggestive images of children or distribution of child pornography will always be referred to SA Police.

Cyber Safety
Cyber safety is the responsible use of the internet other digital technologies. The responsibilities outlined below apply to the use of digital technologies both within the school and the wider community.

- **Student Responsibilities**
  - Use digital technologies at school for educational purposes only
  - Comply with directions from their teacher regarding their use of digital technologies in school
  - Be kind in their online interactions
  - Access age appropriate content
  - Keep safe by not posting identifiable information online. This may include pictures or information that may show what school they attend or the area in which they live.
  - Report any inappropriate material they receive from others to their parents/caregivers or school
  - Provide the school with access to their device if requested
  - Secure their online data including
    - Using a unique secure password for online services
    - Setting social media accounts to private
    - Thinking before posting. If you wouldn't want your grandma to see it, don't post it!

- **School and Teacher Responsibilities**
  - Teachers
  - Teach the topics and use resources contained within the *Keeping Safe: Child Protection Curriculum*
  - Provide access to digital technologies for learning purposes when appropriate
  - Be vigilant of their student's use of digital technologies during school hours
  - Encourage students to report inappropriate material or anything online that makes them feel uncomfortable
  - Teach students how to identify, report and avoid inappropriate material online
  - School
  - Respond to any inappropriate use of digital technology in line with the school Behaviour Policy and applicable Department for Education policies and guidelines.
  - Provide resources for parents and children to increase their own knowledge of cyber safety issues.
  - Ensure teachers have adequate resources and training to teach cyber safety
  - Involve SA Police and other applicable services when the school deems it necessary to do so

- **Parents\Caregiver Responsibilities**
  - Talking to their children about their online safety
  - Monitor their children's use of the internet and digital technologies
  - Assist their children to secure their online data
  - Consider their children's privacy and online safety before posting pictures of their children online
  - Being aware and adhering to age appropriate recommendations for digital content including
    - Social Media Accounts
    - Video Games
    - Television
    - Movies
    - YouTube Channels Apps

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