

# MVPS eSmart Policy (2019-2022)

## 1. Rationale

At Mount View Primary School, we support the right of all members of the school community to access safe and inclusive learning environments, including digital devices, digital resources and online spaces. Through Digital Technologies we equip students to effectively participate and engage in a rapidly changing world transformed by technology, students must be cyber-ready and cyber-safe to minimise any unacceptable behaviour.

As an eSmart accredited school, we embrace the benefits of technology and how it enhances our learning programs. We are committed to educating our students on how to be smart, safe and responsible when using technology both within our school and the wider community.

Our vision is to develop balanced, creative, collaborative and curious learners with the skills to leverage the latest technologies and digital tools to communicate, engage, inquire and inspire.

### Definitions:

**Bullying:** the repeated verbal, physical, social or psychological behaviour that is intentional and harmful and towards another person or group.

**Cyberbullying:** where communication technologies are used intentionally and repeatedly to harm another person or group.

**Cybersafety:** teaching the smart, safe and responsible use of information and communication technologies.

**Digital Citizenship:** being an effective contributor in today's digital age

**Legal Age of Consent:** the minimum age required to create an account in accordance with a website's Terms of Use. In Australia, the minimum legal age of consent is 13 years of age.

## 2. Aims

Mount View Primary School has developed a whole school approach to the acceptable use of technology and protection from cyber bullying; ensuring students are resilient and 'cyber-ready.' The skills and behaviours, eSmart culture, developed within the classroom and across the school are transferable to the home environment, alongside the IB PYP attitudes and attributes.

The eSmart Policy should be read in conjunction with the following policies or documents:

- Digital Learning Acceptable Use Agreements ([P-3](#))
- BYOD Acceptable Use Agreement ([4-6](#))
- [Child Safe Standards Policy](#)
- Anti-bullying Policy
- Student Engagement & Wellbeing Policy
- Positive Behaviour Management
- Cyberbullying Policy
- Academic Honesty Policy
- Social Media Policy (2020 initiative)

### 3. Implementation

#### The school will ensure that:

- Staff receive professional development each year on cyber safety, including their professional responsibilities
- Staff are made familiar with the eSmart policy during the induction phase of each new school year
- The eSmart curriculum is consistently implemented across the school and is reviewed annually
- Make continual connections with the wider community through guest speakers etc. in the area of bullying, cyber safety and digital citizenship
- students receive equity of access to technology whilst at school in accordance with DET regulations
- students have access to their Edupass accounts whilst enrolled at MVPS.

#### Staff will ensure that they:

- are familiar with this policy and that they demonstrate behaviour in accordance with our Acceptable Use Policy and Academic Honesty Policy
- are aware of cyberbullying and are able to identify and look for signs amongst students
- encourage students to report incidences through our online Cyber Incident Reporting Tool
- display the Acceptable Use Policy applicable to their learning area at all times and refer to this regularly
- record all cases of cyberbullying or breaches of the Acceptable Use Agreement on Compass Chronicle ("Online event" - Digital Technology) and dealt with in accordance with our Wellbeing Policy
- provide effective supervision of digital technology usage at all times
- increase the use of monitoring tools, such as Apple Classroom management and/or Meraki
- adhere to the Acceptable User Agreements annually, modelling acceptable user behaviours
- provide explicit education of the eSmart curriculum throughout appropriate Units of Inquiry, Digital Licenses, Incursions, Circle Solutions and use a range of resources provided by the Office of the eSafety Commissioner. See eSmart educational resources below.

#### eSmart educational resources: Digital Citizenship and student education

- [eSmart Digital Licence: Cyber Safety Program](#) and/or [Cybersafety Project](#) Digital Citizenship licenses - Year 4 to 6
- MVPS Cybersafety (eSmart) curriculum - overview of ongoing learning
- Parent workshops
- Staff workshops
- Student workshops
- [Office of the eSafety Commissioner](#) - resources, blogs, lessons
- [Common Sense Media](#)

#### Students will ensure that:

- they abide by the Acceptable Use Agreement at all times
- all technology use is approved and in line with the school curriculum program
- all cyber incidents are reported to a member of staff or reported through the Cyber Incident Reporting tool found on the Google Classroom and the student intranet page
- devices brought from home as part of the BYOD program are used in accordance with the BYOD Acceptable Use and iPad Agreement documentation

### Parents will ensure that they:

- provide signed approval of the school's Acceptable Use Agreement annually so that they can support their child to adhere to the expectations set out within it, acknowledging their role in developing digital citizenship
- model the safe, smart and responsible use of technology with their children
- continue to hold open discussions about what experiences their children are having with technology, including setting up family expectations for safe and balanced technology use at home
- report any incidents of cyber bullying or unsafe behaviour that they are aware of to the school as soon as possible

### Acceptable Use Agreements

All students from P – 6 will be required to co-sign the relevant Acceptable Use Agreement for their year level. These will go home at the beginning of every year and must be returned signed by both students and parents.

Acceptable Use Agreements form the basis of the code of conduct for all students whilst using technology at school. They should be displayed in each learning space and referred to as required throughout the year.

To reflect the different uses of technology across the school and the BYOD program in Years 4, 5 & 6, separate Acceptable Use Agreements have been created for the P – 3 year levels and Years 4 – 6.

These forms, once returned, will remain with the classroom teacher for the year.

The school will respond to breaches of the Acceptable Use Agreements in accordance with the Wellbeing Policy, Cyberbullying Policy and Positive Behaviour Management Documentation.

### Social Media and Collaborative webspace

Classes are beginning to implement the use of Seesaw, Google Classroom, Wiki Blogs, etc as a means to share their learning experiences. Through this forum, we are building student self esteem and experiences to appropriately and respectfully express themselves digitally.

All contributors and audience members need to be respectful of imagery involving individuals. Permission must be gained in advance before photos and/or videos are taken at school events. This extends across the Mount View community to include parents and staff members.

Mount View does not endorse the use of social medias, such as iMessage or FaceTime. Parents are requested to remove these apps from student owned devices to reduce reduce risk of cyber incidents.

### Approval and review dates

This policy will be reviewed annually by the Digital Learning Whole School Team, and presented to the School Council for ratification.

Mount View PS officially achieved eSmart status on 26th of November, 2019.

This policy was ratified by 15th of October by Mount View School Council.

This policy was revised May 2019; September 2019; October 2019

Updated October 2019.