The Grove Education Centre-Cyber Safe Policy

Rationale

At the Grove Education Centre, we invest in network systems to manage, support and protect the welfare of our students. The rapid progression of technology, including wireless and mobile devices, means there is a possibility students could bypass conventional infrastructure and network systems, exposing themselves to risks previously managed by filtered departmental and local systems. Every effort is made to protect student's identity and learning artefacts. In addition, we need to give our students strategies to keep safe by teaching them to:

- recognise danger signs when accessing a digital device
- identify trusted adults who can assist them if they feel unsure or unsafe
- persist in looking for help when they feel unsafe at school, at home or in the community

Our Responsibilities

The Grove Education Centre will:

1. Restrict access to inappropriate, illegal or harmful material on the internet or on ICT equipment / devices, in line with DECD guidelines
2. Support student learning through modelling the safe use of ICTs.
3. Use strategies and resources from the Child Protection Curriculum to explicitly teach students safe practices when on-line.
4. Respond to any misconduct in a supportive manner, using opportunities to teach safe behaviours. If an e-crime has been committed, in accordance with DECD guidelines, it may be necessary to inform DECD and the Police.
5. Be available to discuss, with families/caregivers, any concerns regarding cyber-safety.

Using the Internet at School – Senior Student Agreement

1. When I want to use the internet I will ask a staff member if it is OK. If I am unsure I will always ask a staff member
2. If I can't remember my login details, I will ask a staff member for help. I will always use my own login details.
3. I will be responsible when I use the computer or the iPAD. I will only write respectful messages. I will not write mean or rude messages or bully anyone, even if it is meant to be a joke.

While at school, I will:

1. Follow staff instructions and only go on sites that I know are OK at school
2. Tell staff straightaway if I see anything on the computer or iPAD that is disrespectful, mean or rude
3. Tell staff if I bring some new ICT equipment from home. I will not use it at school until I have asked staff
4. Ask staff if it is OK before I print or download something off the internet
5. Not share private information about me (e.g. name, address, age) on the computer/IPAD until I have asked staff if it is OK
6. Be responsible when I use computers and iPADS. I will take care of all equipment and follow the behaviour code.
7. Tell staff if a computer is damaged or broken
If I do not follow the rules about being safe and responsible when I am using computers or iPADs, staff might call my parents/carers. If I break something, my parents/carers might have to pay for it. If it is really serious, the Police might be called.

Student's signature: _____

Date: _____

We encourage parents / caregivers or guardians to discuss this information with their child and explain why it is important.