



## Kew East Primary School Acceptable Use Agreement - Foundation – Year 2

Cybersafety is an important issue for young children. By the time young children arrive at school many are already online or using digital technologies. They visit their favourite websites, play games and use social media or apps.

### Part A: Rationale

Kew East Primary School recognises the need for students to be safe and responsible users of digital technologies. We believe that explicitly teaching students about safe and responsible online behaviours is essential and is best taught in partnership with parents/carers. **We strongly encourage parents/carers to work with us and reinforce this behaviour at home** (*the behaviour outlined in Part B: Safe and responsible behaviour*).

Kew East Primary School's approach to prevention is based on teaching positive behaviours and the use of logical consequences to address both appropriate and inappropriate behaviour.

### At Kew East Primary School We:

- support the rights of all members of the school community to engage in and promote a safe, inclusive and supportive learning environment
- have a Student Engagement Policy that clearly states our school's values and the expected standards of student behaviour, including actions and consequences for inappropriate behaviour
- educate our students to be safe and responsible users of digital technologies
- supervise students when using digital technologies for educational purposes
- provide a filtered Internet service but acknowledge that full protection from inappropriate content can never be guaranteed
- respond to issues or incidents that have the potential to impact on the wellbeing of our students
- know that some online activities are illegal and as such we are required to report this to the police
- support parents/carers to understand the importance of safe and responsible use of digital technologies, the potential issues that surround their use and strategies that they can implement at home to support their child
- provide parents/carers with a copy of this agreement.

## Part B: Safe and Responsible Behaviour

**When I use digital technologies I communicate respectfully** by thinking and checking that what I write or post is polite and respectful.

This means:

- ✓ never sending mean or bullying messages or passing them on, as this makes me part of the bullying
- ✓ not using actions online to be mean to others (this can include leaving someone out to make them feel bad)
- ✓ being kind to my friends and classmates and thinking about how the things I do or say online might make them feel.

- **protect personal information** by being aware that my full name, photo, birthday, address and phone number is personal information and not to be shared online.

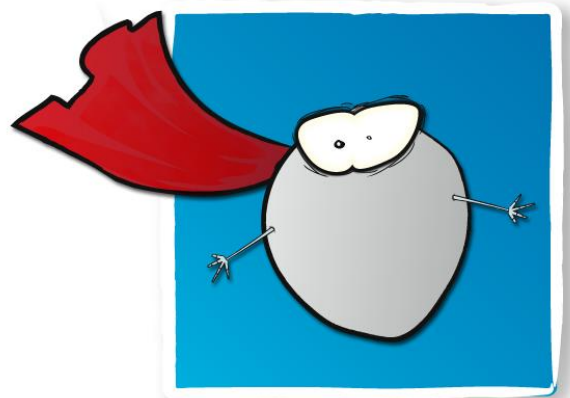
This means:

- ✓ protecting my friends' information in the same way
- ✓ protecting my password and don't share them with anyone except my parents and teachers
- ✓ only joining a space online with my parent or teacher's guidance and permission
- ✓ never answering questions online that ask for my personal information.

- **respect myself and others** by thinking about what I share online.

This means:

- ✓ speaking to a trusted adult if I see something that makes me feel upset or if I need help
- ✓ speaking to a trusted adult if someone is unkind to me
- ✓ speaking to a trusted adult if I know someone else is upset or scared
- ✓ stopping to think about what I post or share online
- ✓ using spaces or sites that are right for my age
- ✓ not deliberately searching for something rude or violent
- ✓ either turn off the screen or use 'Hector' if I see something I don't like and tell a trusted adult
- ✓ being careful with the equipment I use
- ✓ no uploading and or downloading to digital devices without permission.



**Part C: Student Commitment (this section to be returned to school)**

**When I use digital technologies I:**

- **communicate respectfully** by thinking and checking that what I write or post is polite and respectful.

This means:

- ✓ never sending mean or bullying messages or passing them on, as this makes me part of the bullying
- ✓ not using actions online to be mean to others (this can include leaving someone out to make them feel bad)
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**I agree that:**

- I will follow the KEPS 'Protocols for the Use of Digital Technologies' while at school
- if I don't follow these expectations above I may be banned from using digital technologies
- if I intentionally cause damage to something, I or my parents will have to pay for repairing or replacing the device.

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

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

**Part D: Parent Commitment**

I, \_\_\_\_\_, as parent/carer of \_\_\_\_\_:

- will encourage my child to use digital technologies safely and responsibly, at school and at home, as outlined in this Acceptable Use Agreement
- agree that in the event of my child causing damage to school devices, I agree to reimburse the school for repairs or replacement of such devices.

Parent/Carer Signature: \_\_\_\_\_

Parent/Carer Name (please print): \_\_\_\_\_ Date: \_\_\_\_\_