



ESMART POLICY

This policy has been developed by the Cana Catholic Primary School eSmart Committee with input from staff, students and parents.

Definition:

- An initiative of The Alannah and Madeline Foundation, eSmart equips everyone in the school community with the skills and knowledge they need for smart, safe and responsible use of technology. eSmart helps schools to embed a culture of positive technology use, create policies and procedures, gain access to evidence-informed resources and track their progress in becoming eSmart (Ref: Alannah and Madeline Foundation)

Rationale:

- Cana Catholic Primary School has an obligation to provide a safe, secure and caring learning environment which includes digital learning and communication using digital technologies.
- Cana Catholic Primary School recognises the importance of Digital Technology in preparing students for the world around them and believes ICT is an integral part of the curriculum.
- The internet provides exciting opportunities for student engagement and learning, however; explicit teaching about safe and responsible online behaviours is essential to prevent exposure to cyberbullying or unacceptable behaviour that occurs in the online world.
- We acknowledge that cybersafety is best taught in partnership with parents/guardians and request that they work with us to encourage this behaviour at home.

Aims:

- Establish an eSmart culture which is in keeping with the values of the school and the expectations outlined in the Cana Catholic Primary School ICT Outline and Expectations Agreement and ICT contract.
- Educate students to be smart, safe, responsible and ethical users of digital technologies.
- Achieve accreditation as an eSmart school by meeting all criteria as outlined in the eSmart System Tools.

Definition of Common Terms:

- **Bullying** is unwelcome and repeated behaviour which causes harm or distress.
- **Cyberbullying** is the use of technology to bully an individual or a group with the intent to cause harm. The intended harm may be social, psychological and, in extreme cases, physical. Cyberbullying can cause fear, withdraw, shame, guilt, loneliness or depression (Ref: www.esafety.gov.au)
- **Cyberbullying behaviours include:** abusive texts and emails; hurtful messages, images or videos; imitating others online; excluding others online; and nasty online gossip and chat.
- **Being eSmart** means knowing how to guard against security and privacy risks online, download content in a legal and ethical way, research and reference information, as well as manage reputation and relationships in cyberspace (Ref: Alannah and Madeline Foundation).

Implementation:

- Staff are trained in the philosophy and understandings of the eSmart program and are provided with resources to support an eSmart education program.
- Safe and responsible behaviour is explicitly taught at our school and parents/carers are encouraged to reinforce this behaviour at home.
- All students (Prep to Year 6) will undertake an annual Cybersafety program. Students in Year 5 and 6 will be required, with their parents to sign an Acceptable Use Agreement before they will be allowed online.
- Cana Catholic Primary School uses “Solving the Jigsaw” and “Little Jigs” well-being model, the six school rules, Health and Wellbeing units and ACMA appropriate cyber safety units from Prep to Year 6.
- Cana Catholic Primary School has held compulsory Cybersafety information nights for parents of students in Year 5, ongoing professional development for staff and in school presentations / guest speakers for students in Year 3-6.
- Staff supervise students when using digital technologies for educational purposes and guidelines are in place for yard duty, before and after school supervision.
- In line with the Anti-Bullying Policy and Child Safe Policy, all students and staff are responsible for reporting any form of bullying (including cyber-bullying) to either a teacher or the Student Welfare Coordinator.
- Cana Catholic Primary School has developed a process for reporting, responding to, and collecting data in relation to cyberbullying / bullying and isolated incidents. Staff and students have explicitly been taught this process.
- Incidents will be investigated and recorded in a register maintained at school.
- Any student who does not follow the rules of the Acceptable Use Agreement will lose their computer privileges for a length of time as decided appropriate by the relevant staff members (Teacher/Principal/Deputy Principal/ICT Coordinator).
- At Cana Catholic Primary School it is the responsibility of the classroom teacher to induct any new students to the School Rules and Cybersafety rules.
- The school community will be provided with Cybersafety information on a regular basis through our website.

Parent / Guardian Expectations

- Parents/Guardians are expected to be familiar with the school’s ICT Outline and Expectations Agreement and ICT Contract.
- Parents/Guardians will be notified and expected to meet with school staff if students are involved in any incidents of bullying/cyberbullying.
- The school community as a whole has a responsibility for the safety of the students at Cana Catholic Primary School, and as such, parents and caregivers who witness any form of conflict, bullying (including cyber-bullying) are expected to report this to the school.

This policy (eSmart) is not a stand alone policy and should be read in conjunction with:

- Anti-Bullying Policy
- Wellbeing Policy

This policy was created in November 2015

This policy was updated in February 2019