

## eSmart Policy

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### **Rationale:**

“The revolution taking place in communications media and in information technologies represents a great and thrilling challenge; may we respond to that challenge with fresh energy and imagination as we seek to share with others the beauty of God.” (Pope Francis, Message for 48th World Communications Day, 2014)

St Paul’s Primary School is committed to providing a safe, secure and caring learning environment for all staff and students. Digital Citizenship involves preparing all technology users to be responsible and appropriate in their use. As members of a digital society we build learning relationships within the global and local community and create authentic opportunities to learn from and with others.

### **Aims:**

- To improve student learning outcomes.
- To use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems and work collaboratively in all learning areas at school, and in their lives beyond school.
- To encourage our students to be responsible online citizens and develop safe practises.
- The eSmart Policy should be read in conjunction with the following policy documents:
  - Internet and Digital Technologies Policy
  - Social Media Policy
  - Wellbeing Policy
  - Anti-Bullying Policy
  - Mobile Phone Policy

### **Implementation:**

- All Staff are to be familiar with the above policy documents.
- At the beginning of each school year, and at any other time needed, teachers are to familiarise the students with the protocols and procedures that are in place for using digital technologies. Student learning about responsible digital citizenship is ongoing, but particular attention is given during our units with a Wellbeing focus. The topic is covered within ICT lessons and as part of our Social and Emotional learning program (SEL).
- St Pauls Primary is committed to education not only for students but also our parent community. As such, information is communicated in a number of ways:
  - St Paul’s Anti-Bullying Brochure
  - School Newsletter
  - SPSW App & Website
  - SPSW Google+ Learning Community

- Information sessions, which may include guest presenters will be made available to our student and parent community.
- In line with our policies, students are advised to report an incident if:
  - They have experienced an incident of Cyberbullying.
  - They feel the welfare of other students at the school is being threatened.
  - They come across sites which are not suitable for our school.
  - Someone writes something inappropriate, makes them or their friends feel uncomfortable or asks them to provide private information.
  - They accidentally do something which is against the rules and responsibilities they have agreed to.
- All students sign an Acceptable Use Agreement each year. The documents are appropriate to the year level.
- All staff are responsible for ensuring that all students adhere to the Acceptable Use Agreement.
- All staff sign and must adhere to an Acceptable Use Agreement & iPad User Agreement at the commencement of employment.
- In line with our Anti-Bullying policy, all staff and students are responsible for reporting any form of bullying (including Cyberbullying) or harassment to a staff member and/or St Paul's Wellbeing Leader.

**Evaluation:**

This policy will be reviewed as part of the St Paul's review cycle.

This policy was ratified by St Paul's School staff in...

September 2019