

MONTPELLIER PRIMARY SCHOOL

eSMART & CYBER BULLYING POLICY

PURPOSE

- Montpellier Primary School recognises the importance of Information Communication Technology (ICT-Computers) in preparing students for the world around them and believes ICT is an integral part of the curriculum. We want our students to be confident and safe using this technology.
- Our school is an accredited eSmart school and promotes cyber safety in the community. We believe that explicitly teaching students about safe and responsible online behaviours is essential, and is best taught in partnership with parents/guardians. We request that parents/guardians work with us and encourage this behaviour at home.

AIMS

- To provide a safe connection to the Internet for all students, staff and school community members for educational purposes, research and communication.
- To instruct children about how to use the Internet in a safe and responsible manner.
- Incidents of Cyberbullying will not be tolerated. All reported incidents will be thoroughly investigated and relevant actions taken where appropriate.

POLICY

Definition of Cyberbullying:

Cyberbullying : is when a child or staff member is tormented, threatened, harassed, humiliated, embarrassed or targeted by another person using the Internet, mobile phone , instant messaging, e-mail, chat rooms or social networking sites such as Facebook and Twitter or other type of digital technology.

Cyberbullying is usually not a one-time communication, unless it involves a death threat or a credible threat of serious bodily harm.

- All students will undertake a Cybersafe program and will be required with their parents to sign the **“Montpellier Primary School Internet & Digital Media Acceptable Use Agreement”** before they are allowed on-line at the start of the school year.
- Staff and the wider school community will be provided with Cyber safety / security information on a regular basis through the weekly newsletter, pamphlets and community information nights.
- Incidents of Cyberbullying will not be tolerated at Montpellier Primary School and victims and their guardians will be encouraged to report incidents to the school and / or law enforcement bodies.
- Safe and responsible behaviour is explicitly taught at our school and parents/guardians are requested to reinforce this behaviour at home. Parents can view the Cybersafe programs at www.cybersmart.gov.au.
- Students, parents and staff are advised to report an incident if;
 - they feel that the welfare of other students or staff at the school is being threatened
 - they have experienced an incident of Cyberbullying
 - they come across sites, which are not suitable for their school
 - someone writes something they don't like, or makes them and their friends feel uncomfortable or asks them to provide information that they know is private
 - they accidentally do something, which is against the rules and responsibilities they have agreed to in the Acceptable Use policy document.
- All incidents of Cyberbullying must be referred to the class teacher, I.T Coordinator and Principal (s).
- Incidents will be investigated and recorded in an eSmart register maintained at school.
- Each reported incident will be dealt with individually after careful consideration of the schools duty of care / legal responsibilities to the parties involved.
- The school Welfare and Discipline Policy will determine action taken for breaches of this agreement.

- Any student who does not follow the rules of the “**Internet & Digital Media Acceptable Use Agreement**” will lose their computer privileges for a length of time as decided appropriate by the IT Coordinator, teacher and Principal (s).
- Parents will be notified and expected to liaise with school staff if students are involved in any incidents of Cyberbullying or other breaches of ICT protocol, including eSecurity.
- Students may be required to complete additional Cyber safety / security lessons before their privileges are returned and make formal apologies (written and / or verbal) to the parties involved.
- The school chaplain, welfare officer (or similar) may become involved in any conflict resolution and welfare matters arising from a reported incident.
- All incidents will be followed up at a later date by the ICT coordinator and / or Principal (s) to determine if all parties are happy with the outcome of any resolutions made at the school level.

FURTHER INFORMATION AND RESOURCES

- Montpellier Primary School Internet & Digital Media Acceptable Use Agreement
- Montpellier Primary School eSmart documentation – starter kit
- Cyber smart course advise and lesson plans
- Cybersmart www.cybersmart.gov.au
- ACMA www.acma.gov.au
- Alannah & Madeline Foundation (eSmart) www.amf.org.au

REVIEW CYCLE

This policy may have to be adjusted from time to time to allow for DET initiatives.
 This policy will be reviewed as part of the school’s **yearly** review process