

St Michael's Primary School Background Information for Parents of Junior Primary Students

Dear parent(s)*,

This background information may be helpful as you read through and discuss the cybersafety use agreement with your child.

There are the eleven rules to help keep students cybersafe as outlined in the cybersafety use agreement that you have been asked to sign.

- 1. I know I cannot use the school ICT equipment until my parent(s) have signed the use agreement and it has been returned to school.**

All students must have a use agreement signed by their parent. Use agreements are an essential part of cybersafety policy and programmes for schools and other organisations.

- 2. I can use the school computers and other school ICT equipment for school work and only with my teacher's permission.**

This helps to ensure the equipment is available when students need to use it for their learning. It will also help to reduce the likelihood of any inappropriate activities taking place which put the safety of the learning environment at risk.

- 3. I can only go online or use the Internet at school when a teacher gives permission and an adult is present.**

There must be an educational purpose for children being online or accessing the Internet. Having an adult present (teacher or teacher's aide) will help to ensure children's safety.

- 4. If there is something I'm not sure about I will ask my teacher.**

This helps children to take responsibility for their own actions, and seek advice when they are unsure of what to do. It provides an opportunity for the teacher and child to work through an issue, and so avoid the child making an unwise decision which could possibly lead to serious consequences.

- 5. I will not use the Internet, email, mobile phones or any other ICT equipment to be mean, rude or unkind about other people.**

Unfortunately, along with many benefits, technology has also provided new ways to carry out anti-social activities. Bullying and harassment by text message, for example, is becoming a major problem in many countries. Often children become involved in these acts through peer pressure, without thinking of the consequences.

- 6. I will not tell anyone else my password.**

Passwords perform two main functions. Firstly, they help to ensure only approved persons can access the school ICT facilities. Secondly, they are used to track how those facilities are used. Knowing how the equipment is being used and by whom, helps the school to maintain a cybersafe environment for all users and teaches the child the importance of personal security.

- 7. If I find anything that upsets me, is mean or rude, or things I know are unacceptable at our school, I will not show others, and will click on the 'minimize tab' or turn off the screen and get a teacher straight away.**

Because anyone at all can publish material on the Internet, it does contain material which is inappropriate and in some cases, illegal. The school has taken a number of steps to prevent this material from being accessed. However, there always remains the possibility that a student may inadvertently stumble across something inappropriate. Encouraging the student to tell a teacher immediately if they find something which they suspect may be

inappropriate, encourages critical thinking and helps children to take responsibility for their actions and keep themselves and others safe. This way, they contribute to the cybersafety of the school community.

- 8. I must not bring any ICT equipment/devices to school without my parents and my teacher's permission. This includes things like mobile phones, mp3 players, games, cameras, USB drives and software.**

There is generally no need for junior children to have any of these privately owned devices at school. Parents are also reminded of the school's specific policy on the use of mobile phones at school.

- 9. I will ask my teacher's permission before I put any personal information online.**

This reduces the risk of children being contacted by someone who wishes to upset or harm them, or use their identity for purposes which might compromise children's privacy or security online.

- 10. I will be careful and look after all our school ICT equipment by not being silly and playing with it, following our school cybersafety rules and telling a teacher about anything wrong or damaged.**

Just as we look after and take care of any school equipment, students, as responsible users of ICT, have a role here.

- 11. I understand that if I break these rules the school may need to tell my parent(s).**

Depending on the seriousness of the breach of the rules, the school may require a parent discussion. Loss of ICT use privileges for a period of time may also be considered.

***The term 'parent' used throughout this document also refers to caregivers and legal guardians.**