



The aim of the Alannah & Madeline Foundation is to assist schools, libraries and workplaces to develop a whole-of-organisation approach to managing cyber safety and preventing bullying and cyber bullying. eSmart embraces the benefits of technology, guiding organisations in the development of a cultural norm of smart, safe and responsible use of information and communications technologies within their community.

eSmart provides materials, strategies, actions and links to resources in respect of cyber safety and wellbeing, the creation of a safe, respectful and caring environment, positive uses of technology and whole-organisation change processes.

The initiative recognises the organisations roles in both preparing students/ employees for a digital world and implementing policies and practices that ensure the whole-community is aware of leading cybersafety practice. The information below outlines the responsibilities of schools participating in eSmart and the responsibilities of the Alannah & Madeline Foundation.

This agreement is entered between an organisation (referred to below) and the Alannah & Madeline Foundation ("Foundation").

1. Your responsibilities

1.1 Progress through the eSmart Framework

The organisation commits to implementing eSmart as outlined in the eSmart Framework, including deploying the various strategies and actions as detailed within the online eSmart System Tool.

1.2 eSmart status

The organisation must not represent or state that it has attained eSmart status or that it is an "eSmart school/ library/ workplace" (or other words to such effect) unless and until the organisation achieves eSmart status.

1.3 Reporting and duty of care

If a cybersafety, bullying, cyberbullying or other safety-related incident occurs involving members of the organisations community, they must follow the governing bodies/ Department's policies, guidelines and protocols in the management of that incident. eSmart is not intended to (and cannot) limit the obligations or duty of care owed by any school/ library/ workplace to students, teachers or third parties.

2. Alannah & Madeline Foundation's obligations

2.1 eSmart materials and support

Upon the Foundation's receipt and acceptance of the Terms & Conditions, the Foundation will provide the organisation with written confirmation that the organisation is a participant, a login account to the website, and materials to assist with the promotion of participation in eSmart. This will include a starter kit to help begin working with the eSmart system. Upon receipt and acceptance of this agreement, the Foundation will also provide the organisation with information about eSmart training sessions.

2.2 Acknowledgement of eSmart status

Upon the Foundation's approval of the organisation's submission for eSmart status, the Foundation will provide further eSmart materials to assist with the promotion of reaching this milestone, including an external sign.



3. Material and intellectual property

- 3.1 The Foundation reviews the materials from time to time in assessing their suitability. The Foundation uses all reasonable endeavours to ensure, at the relevant time of the applicable review, that the relevant Materials reflect then-current good practice in respect of cybersafety and wellbeing, technology use for teaching and learning, and change processes. The Foundation may change the eSmart Framework and the content on the Website at any time. As between the School/ Library/ workplace and the Foundation, all intellectual property rights relating to eSmart are owned by the Foundation and are protected by copyright, trade mark and other intellectual property rights and laws.

4. Use of the data

- 4.1 In order to progress through the eSmart Framework, the organisation can access information, resources, case studies and tools through the eSmart System Tool on the website. The eSmart System Tool is designed to track and report on progress through the eSmart Framework.
- 4.2 The Foundation's staff will access this data for the purposes of assisting the organisation with help desk support, and for identifying where they may require additional training or support to progress through the eSmart Framework. The Foundation will keep this information stored securely, with access available only to those staff involved in providing support.
- 4.3 The Foundation will provide reports to the governing bodies, such as the Department of Education and Early Childhood Development ("Department") on progression through eSmart. The Foundation may use aggregated data of all participating organisations progression through the eSmart Framework for reporting to the Department about eSmart's effectiveness and the Department may use such data for reporting purposes. No individual organisation will be identified in this kind of reporting.

5. Audit and termination

- 5.1 The Foundation may conduct an audit to check that the organisation is progressing through the eSmart Framework through the eSmart System Tool. The Foundation will liaise with the organisation if an audit is to take place. The Foundation may advise the governing body if a participating organisation does not fulfil its responsibilities as specified in this document. The Foundation and the Governing Body/ Department (or CEO or ISV as appropriate) will then jointly resolve any issues which present in accordance with the terms of the Terms & Conditions.