

STS eSmart Community Policy



Introduction:

At St. Therese's School, we provide a safe, secure, inclusive and respectful learning environment for all students, staff and parents. Our approach to digital learning and technologies is no different. As a School, we recognise and appreciate the tremendous potential digital technology holds in education and we strive to stay on the cutting edge of the new tomorrow that eLearning discovery brings. Concurrently, we also acknowledge and understand the importance of doing this safely and responsibly to ensure that potential pitfalls that the online world possess are mitigated.

To this effect, our school eSmart policy embodies our approach to online safety and understanding. As an eSmart Community, we are equipping our community of learners with the tools and knowledge to feel safer and supported whilst online.

As educators, we do not claim to have a solution to combat every single danger that one may encounter online. We do, however, aim to build resilience, respect, courage and awareness in our learners to allow them to make better choices online and be positive digital citizens.

Scope:

This policy applies to our entire School Community. It is everyone's responsibility to access the online world in a safe and responsible manner.

Implementation:

Digital Technologies User Account and Network Agreement

- The Digital Technologies User and Network agreement is shared with families upon Enrolment at STS, signed, and then revisited and re-acknowledge each year to remind everyone (students and parents) of their roles and responsibilities when using school-issued Google accounts, the school network, the internet and associated platforms
- Staff sign their own Digital Technologies User and Network agreement upon employment and then revisit and re-acknowledge it each year to ensure they are aware of their role and responsibilities as staff members.

Our Approach to Being eSmart Learners

- As a school, we have developed the STS eSafe Digi-CATs strategy that allows our students to assess their own actions when online. To be a Digi-CAT means:
 - **C** - We **C**are for ourselves and each other when spending time online modelling respect, resilience and courage
 - **A** - We are **A**ware of the benefits of using technology but also the potential risks and dangers associated with spending time online
 - **T** - We **T**alk to our trusted adults and discuss our time spent online (both positive and negative experiences)



- We also have the **STS Lighthouse** which is a central point that our students can go to share both positive and negative aspects of their time spent online. The staff eLearning Team monitors this platform and follows up on what is submitted in the appropriate manner. The data that is submitted is tracked and analysed to determine if there are any reoccurring themes, issues and/or gaps that need to be attended to.



Explicit Teaching and Learning

- A series of eSmart lessons are delivered to the students each year in Specialist Digital Technologies classes that target key themes and understandings applicable to their age. Key Learning Areas include
 - Rights and responsibilities, social and emotional skills, and awareness, responding and prevention of bullying
 - The teaching of cyber safety and cyber risks
 - Our role as digital citizens and the effect our Digital Footprint can have
- The Victorian Curriculum Digital Technologies Scope and Sequence is delivered in partnership with our eSmart approach to ensure that safety and content knowledge go hand and hand.

eSmart Community Culture

- *Parents as Partners* is a pillar of our school culture and we value the important role they play in educating our students on the complexities of digital technologies. Whilst the themes listed above are explicitly taught in class, various initiatives and events are also staged throughout the year that not only focus on student learning and understanding but family and parent engagement with the approach as well. These include but are not limited to:
 - STS eWeek
 - STS eSmart Resource Hub for families website
 - Workshops led by our eLearning team
 - Newsletter entries and fact sheets
 - Staff professional development sessions.

eSmart Roles and Responsibilities:

Staff at St Therese's School have the responsibility to ensure that:

- they adhere to our approach of being an eSmart Community and how it relates to their own personal teaching practice
- they adhere to the STS Digital Technologies User Account and Network Agreement
- they are aware of cyberbullying, how to identify it, and how to appropriately respond
- they monitor the use of student devices and accounts in an appropriate manner to maintain a safe and respectful learning environment for all students
- they model resilience, respect, courage and awareness when online to others.

Parents at St Therese's School have the responsibility to ensure that:

- they understand that we are an eSmart community and the important role they play within
- they acknowledge and support the implementation of the student Digital Technologies User Account and Network Agreement both within the school environment and outside

- they are aware of school policies that would directly impact their own actions in the digital space; ie - STS Social Media Policy, STS Communications Policy, STS Privacy Policy, STS Parent Code of Conduct etc
- they report any form of cyberbullying to an appropriate member of the School
- they model safe, respectful and responsible behaviours online to their child and others.

Students at St Therese’s School have the responsibility to ensure that:

- they understand that we are an eSmart community and the important role they play within
- they strive to be an STS Digi CAT and responsible Digital Citizen
- they adhere to the STS Digital Technologies User Account and Network Agreement
- STS is a Bully-Free Zone (real world and online).

Incidents and Complaints:

Members of our Community who deliberately breach any of the above conditions may face a number of consequences depending on the severity of the issue. The School reserves the right to monitor, assess and suspend Google accounts to maintain a safe, secure, and respectful environment for all users.

Any report of cyberbullying or harassment incidents will be taken seriously and followed up by staff and appropriate action taken. Students (both offender and victim) will be supported and consulted on the incident as per the STS AntiBullying Policy and Restorative Practices approach. As per the Concerns and Complaints Policy, parents should notify their child’s teacher of such incidents as the first point of contact.

Related Policies:

- STS School GSuite and Network User Agreement - Student
- STS School GSuite and Network User Agreement - Staff
- STS Digital Technologies Policy
- STS Child Safety Code of Conduct
- STS Child Safety Policy
- STS Photography & Videoing Policy
- STS Anti-Bullying Policy
- STS Concerns and Complaints Policy
- STS Privacy Policy
- STS Parent Code of Conduct

References and Resources:

- <https://www.esmart.org.au/>
- <https://www.education.vic.gov.au/about/programs/bullystoppers/Pages/princyber.aspx>

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