

## Dear parents and carers

We have decided to use eSmart Digital Licence+ at our school commencing from Term 3, 2024. The purpose of this letter is to inform you of how we will handle your child's personal information when using eSmart Digital Licence+

### What is eSmart Digital Licence+ and how will it be used:

eSmart Digital Licence+ is a new and innovative online learning experience that builds digital intelligence in students aged 10-14, giving them the knowledge and skills they need to harness the opportunities and deal with the challenges of the digital world. Aligned to leading international frameworks for digital intelligence and future readiness, the Digital Licence+ offers cutting edge, evidence-based learning materials that educators can use in remote and blended learning environments.

eSmart Digital Licence+ will be used at school to guide students in handling the digital world. It will provide students with exciting, gamified learning experience for students to explore an interactive story-world. Users will be engaged with learning materials, relatable scenarios and guided reflections of their own experiences with technology so they build digital intelligence.

You can find more information about eSmart Digital Licence+ at <https://digitallicenceplus.org/about/>

### How will personal information be handled by the school whilst using eSmart Digital Licence+?

Function/activity	Personal information
<b>Account creation (student)</b>	<ul style="list-style-type: none"> <li>A student's first name, last name, age, date of birth, gender, school year level, student identifier used by the school, and Australian Indigenous status.</li> </ul>
<b>Use of software by student</b>	<ul style="list-style-type: none"> <li>Students interact with the software by completing activities assigned by their teacher, drawing, taking pictures, and video recording.</li> <li>By default, students are only able to see and submit their own activities. However, a teacher can change this where appropriate, e.g. whole class activities.</li> </ul>
<b>Teaching and assessment</b>	<ul style="list-style-type: none"> <li>Teachers will review completed activities to assess a student's progress and deliver further training.</li> </ul>
<b>Student achievements</b>	<ul style="list-style-type: none"> <li>Students can earn achievements by completing activities or being awarded by their teacher. Achievements are visible to all other students in the class.</li> </ul>

In addition to the above, and where appropriate or permitted by law, school staff or service providers may access information in this software for other purposes, for example, where the service provider needs access to provide technical support.

### How do we protect personal and other information?

Personal information will be handled in line with the school's and DET's policies. These include: [Schools' Privacy Policy](#), [Cybersafety and Responsible Use of Digital Technologies](#), [Digital Learning in Schools](#) and [Records Management Policy](#).

We will help your child to use eSmart Digital Licence+ safely by providing them with technical or any other help they need.



You can also assist by:

- having conversations with your child about eSafety
- checking that your child is comfortable raising any issues with you or their teacher
- watching your child when they use the software from home to check if they have any concerns.

### **Data Location**

eSmart states that it stores information in Australia. Further information about how eSmart handles personal information can be found in their privacy policy: <https://digitallicenceplus.org/digital-product-privacy-policy/>

### **What if you have questions?**

You do not need to do anything for your child to have access to eSmart Digital Licence+. However, if you have any questions or concerns regarding your child using eSmart Digital Licence+ or you do *not* want your child to participate, please contact the school ICT Coordinator, Eliza McKenna, to discuss your options.

### **Who can I contact if I have questions?**

If you have any questions or concerns regarding eSmart Digital Licence+, please contact Eliza McKenna to discuss your options: [Eliza.McKenna@education.vic.gov.au](mailto:Eliza.McKenna@education.vic.gov.au)