

At Orchard Park Primary School, we are committed to working with students, parents and teachers to develop a collective understanding and approach to Online Safety. Our Middle and Senior School Students have worked with their teachers to design our Online Safety Agreement. We believe it is the collective responsibility of staff and families, to empower and enable our students to be responsible for their safety online both at home and at school.

When I use digital technologies and the internet at school or at home, I agree to be a *Safe, Respectful, Resilient Responsible and Ethical* user at all times by:

- Keeping all personal information to myself, including passwords
- Only posting about others with their permission
- Only posting what I am okay with other people seeing
- Being kind when talking on the devices and treat others how I would like to be treated
- Being friendly online
- Leaving websites I access the way they are.
- Only using my own account
- Only posting/using images that are appropriate
- Using the app or website for its intended purpose
- Accessing appropriate websites for research
- Always following the values both at school and home
- Leaving the chromebooks how I found them and putting them back on the correct number
- Staying on task during learning times

If an online issue arises, I will:

- Screenshot inappropriate messages sent and show a trusted adult
- Report any concerns and ask for help from my teachers and parents in a calm and respectful manner
- Support others respectfully

My teachers and parents will:

- Help me to handle difficult online situations/problems
- Teach me how to use technology in accordance with school values
- Develop my online safety skills
- Help me to manage the effects of negative online experiences
- Set boundaries, timelines and expectations
- Set structures and routines for use of technology

Parents/Guardians are responsible for:

- Setting clear expectations for use of and access to digital technologies and online experiences in their home and within public spaces.
- Engaging in ongoing conversations about Cyber Safety, netiquette and digital footprints to reduce the risk of misuse and cyber bullying incidents.
- Developing a shared language of cyber safety and digital technologies.
- Modelling, sharing and exploring the positive potential of the internet and digital technologies.
- Balancing screen time with other activities.
- Encouraging children to be in the same room as an adult when using their device, to promote safer use.
- Using strong privacy settings and passwords; these should be updated regularly.
- Ensuring safe and moderated internet browsing, through appropriate filters and safe search options.
- Understanding terms and conditions and age restrictions before giving permission for your child to sign up to any online game or platform.
- Ensuring you have a secured digital device, with age-appropriate software and safety settings.
- Protecting privacy rights and those of others by not giving out personal details including full names, telephone numbers, addresses and images.

My teachers are responsible for:

- Setting expectations for use and access to the internet and digital technologies.
- Modelling and participating in positive online experiences.
- Demonstrating appropriate netiquette and online behaviours.
- Developing a shared language and understanding of smart and safe online behaviours.
- Working with students to develop a sense of responsibility for their learning with digital technologies.
- Using the internet and digital technologies to positively enhance learning experiences at Orchard Park Primary School, as well as reduce the risk of misuse.

I agree to show the values of Orchard Park and follow the above expectations both online at school and home.

Name _____ **Signature** _____

Parent/Guardian Name _____ **Signature** _____