



Student eSmart Agreement

Teachers should use this document to discuss and teach the safe and responsible online behaviours that the school expects of its students.

This should be sent home for parents to further discuss with their children and to promote and reinforce safe and responsible online behaviour at home.

When I use digital technologies I:

- **Communicate respectfully** by thinking and checking that what I write or post is polite and respectful.

This means:

- ✓ never sending mean or bullying messages or passing them on, as this makes me part of the bullying
- ✓ not using actions online to be mean to others. (This can include leaving someone out to make them feel bad)
- ✓ not copying someone else's work or ideas from the internet and presenting them as my own. (I will include the link).

- **Protect personal information** by being aware that my full name, photo, birthday, address and phone number is personal information and not to be shared online.

This means:

- ✓ protecting my friends' information in the same way
- ✓ protecting my password and not sharing it with others
- ✓ only joining a space online with my parent or teacher's guidance and permission
- ✓ never answering questions online that ask for my personal information.

- **Look after myself and others** by thinking about what I share online.

This means:

- ✓ never sharing my friends' full names, birthdays, school names, addresses and phone numbers because this is their personal information
- ✓ speaking to a trusted adult if I see something that makes me feel upset or if I need help
- ✓ speaking to a trusted adult if someone is unkind to me
- ✓ speaking to a trusted adult if I know someone else is upset or scared
- ✓ stopping to think about what I post or share online
- ✓ using spaces or sites that are right for my age
- ✓ not deliberately searching for something rude or violent
- ✓ either turn off the screen or use the back button if I see something I don't like and telling a trusted adult
- ✓ being careful with the equipment I use.



2016 Student declaration

When I use digital technologies I:

1. **Communicate** politely and respectfully.

This means that I will:

- ✓ write nice things to other people
- ✓ not make someone feel sad

2. **Protect personal information**

This means that I will:

- ✓ not share my photo online

3. **Look after myself and others** by thinking about what I share online. This means that I will:

- ✓ not share my friends photo online
- ✓ tell my teacher or a trusted adult if someone is unkind to me

2016 PARENT/GUARDIAN PERMISSION

This Student Agreement should be read and discussed in conjunction with the Toora Primary Schools 'eSmart Policy' and Toora Primary School 'eSmart Use of ICT Guidelines' which can be found at <http://www.tooraps.vic.edu.au/esmart.htm>

I acknowledge that I have read the Toora Primary School eSmart Student Agreement and the relevant policies and have discussed their content with my child. I give permission for my child to use digital technologies and access the internet at school for educational purposes.

STUDENT NAME _____ GRADE _____ SIGNATURE _____

PARENT/GUARDIAN NAME _____ SIGNATURE _____

DATE _____