



## Wellington Secondary College eSmart Policy - 2014

### Introduction/Rationale:

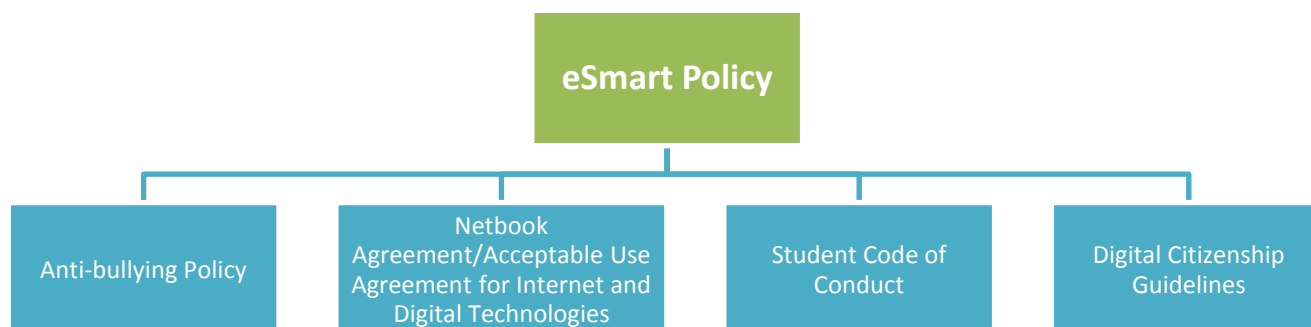
Wellington Secondary College has an obligation to provide a safe, secure and caring environment. Wellington maintains a zero tolerance policy to the bullying of students and staff. Fundamentally, cyber-safety is an area that requires a high level of community cooperation. Internet and digital technologies are now very much a part of life and learning. As an increasingly interactive medium, it brings with it exciting educational opportunities, however at the same time it also carries risks.

### Aims:

To establish clear expectations for the WSC community with regard to cyber safety.

### Documentation in place:

- Student Code of Conduct
- Anti-bullying Policy
- Netbook Agreement/Acceptable Use Agreement for Internet and Digital Technologies
- Digital Citizenship Guidelines



### Implementation:

- All members of the school community are aware of and have knowledge of the documents listed above.
- A copy of the Student Code of Conduct is displayed in all classrooms.
- All students and parents/guardians sign a copy of the Acceptable Use Agreement.
- Breaches of the above agreements are managed and documented by Year Level Co-ordinators.
- Information is provided to the school community through Compass, newsletters, information sessions and the college website.

### Staff Expectations:

- Staff must abide by the Acceptable Use Agreement.

- Staff are to provide explicit education around the safe and ethical use of the internet and digital technologies.
- Staff are to ensure that students adhere to the eSmart Policy. They must report any breaches and follow through with consequences as required.
- Staff are to model and teach eSmart - cybersafety as part of their classroom curriculum where appropriate.
- Staff need to be aware of Privacy and Copyright legislation as it applies to education.

**Student Expectations:**

- Students must follow the eSmart Policy.
- Students are encouraged to report any incidents of cyberbullying or inappropriate use of technology that they become aware of.
- Students are expected to report such matters to both parents and school staff.

**Parent Expectations:**

- Parents are expected to be familiar with the college eSmart Policy.
- Familiarity will enable parents to support students in adhering to the expectations set out in this document.
- It is essential that parents report any incidents of cyberbullying or unsafe cyber-behaviour that they become aware of to the school.

**Evaluation:**

This policy will be subject to a regular cycle of reviews undertaken by the WSC eSmart committee.

**References/Resources/Agreements and Policies:**

- eSmart School Program -The Alannah and Madeline Foundation  
[www.education.vic.gov.au/studentlearning/elearning](http://www.education.vic.gov.au/studentlearning/elearning)
- Cybersmart program- Australian Communications and Media Authority [www.acma.gov.au](http://www.acma.gov.au) and [www.cybersmartkids.com.au](http://www.cybersmartkids.com.au)

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| <b>Date Implemented</b>                          | WSC Format June 11 <sup>th</sup> 2014 |
| <b>Author</b>                                    | eSmart Team                           |
| <b>Approved By</b>                               |                                       |
| <b>Approval Authority (Signature &amp; Date)</b> |                                       |
| <b>Date Reviewed</b>                             | Annually                              |
| <b>Responsible for Review</b>                    | eSmart Team                           |
| <b>Review Date</b>                               | Annually - 2015                       |
| <b>References</b>                                |                                       |