Digital Citizenship
STUDENT

Introduction

Papatoetoe East Primary School believes in a Digital Citizenship model for supporting safe and responsible use of the internet in teaching and learning. An important part of this is that we are able to show others what that responsible use looks like while we are using technology in our learning.

We think a good digital citizen is someone who;

- **is a confident and capable user of ICT**

- **will use ICT for learning as well as other activities**

- **will think carefully about whether the information they see online is true**

- **will be able to speak the language of digital technologies**

- **understands that they may experience problems when using technology but can deal with them**

- **will always use ICT to communicate with others in positive ways**

- **will be honest and fair in all of their actions using ICT**

- **will always respect people's privacy and freedom of speech online**

- **will help others to become a better digital citizen**

Because we know this is important for us all, we ask everyone, the staff, students and volunteers working at the school to agree to use the internet and other technologies in a safe and responsible way by following the rules laid out in a Responsible Use Agreement like this one.

If someone cannot agree to act responsibly, or the things that they do mean that other people are being harmed, then we might stop them from using the internet or other technology at school. Because we take cybersafety seriously at Papatoetoe East Primary School, we will investigate any concerns and issues which arise. This may include contacting families to notify them and discuss possible negotiated outcomes.

To the parent/caregiver/legal guardian, please:

1. **Read this page carefully** to check that you understand your responsibilities under this agreement.
2. **Sign the agreement on the last page.**
3. **Detach and return the signed page to the school office.**
4. **Keep the document for future reference**.

We understand that Papatoetoe East will:

- Strive to enhance learning through the safe use of digital technologies.
- Work progressively with children and their families to encourage and develop an understanding of the importance of digital citizenship through education designed to support the 'Use Agreement' initiative. This includes providing children with strategies to keep themselves safe online.
- Protect children's personal information on the internet, however, as part of our school programmes, children's photographs and published work may feature on our newsletter, school website, classroom blogs and other official school social media.
- Keep a copy of this signed use agreement on file.
- Respond to any breaches in an appropriate manner.
- Welcome enquiries from parents or students about cybersafety issues.

My responsibilities include:

- I will read this Digital Citizenship use agreement document with my child.
- I will discuss the information with my child and explain why it is important.
- I will return the signed agreement to the school.
- I will support the school's Digital Citizenship programme by encouraging my child to follow the cybersafety rules, and to always ask the teacher if they are unsure about any use of ICT.
- I will contact the school to discuss any questions I might have about cybersafety and/or this use agreement and I am welcome to do this at any time.

Additional information can be found on the NetSafe website - **https://www.netsafe.org.nz/**

Responsible Use Agreement – STUDENT

When using information and communications technologies (ICT) at Papatoetoe East Primary School, I will always be a good digital citizen. This means that I;

will be a confident and capable user of ICT.	I know what I do and do not understand about the technologies that I use. I will get help where I need it.
will use ICT for learning as well as other activities.	I understand that technology can help me to learn. I also know it can be used to talk to people, to buy and sell things and to have my opinion heard. I know when and where it is OK to do each one.
will think carefully about whether the information I see online is true.	I know that it is easy to put information online. This means that what I see is not always right. I will always check to make sure information is real before I use it.
will be able to speak the language of digital technologies.	When people talk online the things they say can be quite different from a conversation they might have if they were sitting next to each other. I know that I must try to understand what people are saying before I react to them. If I am not sure, I can ask them or someone else to explain.
understand that I may experience problems when I use technology but that I will learn to deal with them.	I understand that there will be times when technology may not work as I expected it to, or that people may be mean or unkind to me online. When these things happen, I know that there are ways I can deal with it. I also know there are people I can go to, to get help if I don't know what to do next.
will always use ICT to communicate with others in positive, meaningful ways.	I will always talk politely and with respect to people online. I know that it is possible to bully or hurt people with what I say and do on the internet. I will think about the effect that my actions have on other people.
will be honest and fair in all of my actions using ICT.	I will never do anything online that I know will hurt anyone. I will make sure what I do is not against the law. I will make sure that my actions don't break the rules of the websites that I use. When I am not sure about what I am doing I will ask for help.
will always respect people's privacy and freedom of speech online.	I understand that some information is private. I will be careful when using full names, birthdays, addresses and photos of other people and of my own. I also know that I will not always agree with what people say online but that does not mean that I can stop them or use it as an excuse to be unkind to them.
will help others to become a better digital citizen.	Being a good digital citizen is something that we all have to work at. If I know that my friends are having problems online, I will try to help them. If I see that someone is being unfairly treated online then I will speak up rather than just watch it happen.

Digital Citizenship

Responsible Use Agreement – STUDENT

Declaration

We have read and are aware of the obligations and responsibilities outlined in this Responsible Use Agreement document, a copy of which we have been advised to keep for reference. These responsibilities and guidelines relate to the safety of all students, the school community and the school environment.

We are aware that students can experience challenges when using technology, but that the school makes every effort to support students to manage those challenges effectively. We understand that by learning to deal with them in a safe environment with the appropriate support they will be better prepared to deal with those challenges in the future.

Name of student/s: _____

                             _____

Name of parent / caregiver: _____

Signature: _____

Date: _____