# Drury School Internet and Digital Technology Agreement

## Drury School Internet and Digital Technologies Agreement Overview

Digital technologies and devices like iPads and computers are tools that can help us learn at school in all sorts of ways. We can look at interesting things online, talk to people, create new ideas, and learn how to do different things on apps and websites.

When we use digital technologies, we need to learn how to keep ourselves safe, and make good choices in ways we behave when we are online.  At Drury School we call this being a 'digital citizen'. Good digital citizens help to make our school a safe and positive place for everyone.

This agreement shares what Drury School does to help make learning online safe, and what we need to do. It is not always easy to understand everything about online spaces, because there are so many things to use and explore, and that's why it's important that we all try to make it as safe as possible.

## Drury School Role

Drury School wants to help students learn in the best ways we can, and keep them safe at school.

We will do this by:

- helping students to know what they need to do to keep safe online
- helping students to know what to do if it they are worried or upset by anything or anyone online
- making sure we have learning times at school where students can find out more about keeping safe online and safe ways to use devices or computers

## Student's Role

We want our school to be a place that is safe and friendly, where we can learn, play and explore. To do this we need everyone to choose safe, careful, and fair ways of using devices and online spaces.  As a digital citizen this means you will:

- **Keep it kind.** When you are online, think about others and talk or share in a kind way.
- **Keep it to yourself**. Keep your passwords and information about yourself or other people safe and private.
- **Keep it careful.**  Think carefully about what you share and make sure it's something you are proud of and would be happy sharing with someone else face to face**.**
- **Keep it real.**  Not everything you see online is real. It might look or sound real, but some things are made up or fake, so be careful to check or ask a teacher if you're not sure.
- **Keep it honest.** When we copy or use words, pictures and ideas from the internet, we need to make sure we share these things in the right way and follow the rules for sharing things that don't belong to us.
- **Keep it fair.** Make sure you check with others if it is okay to record them, or share photos or videos with them in it. They should have a say in what happens to things that go online if they are in them.
- **Keep it responsible.** If you bring your own device to school (BYOD Years 5-8), use it in ways, and at the times that your teacher says it is okay to.

## When Things Go Wrong Online

Even when people try to do the right thing, sometimes things go wrong. If you or somebody you know does something online that isn't okay, maybe by accident or on purpose, the teachers at Drury School will help to sort it out. If you see things online that make you feel worried or upset, the teachers at Drury School will help to sort it out. The important thing is you tell a teacher or another adult you trust.

**Online bullying.** Online bullying is not okay at our school at any time. If somebody is saying mean or hurtful things about you or somebody else online, talk to a teacher or trusted adult. They will help you with what to do. Don't delete or hide the messages or pictures because these are important to show what has been happening. Turn the screen off and then go tell a teacher or trusted adult.

**Report a problem.** If you see something online that you don't think should be there, tell a teacher or a trusted adult at school as soon as you can. This is really helpful, and means we get to fix the problem quickly.

## Student Statement

I know about the ways I should use digital devices and online spaces at school for learning. I know that I should be kind, careful and responsible when I use school devices, BYOD device and when I go online.

I know that if I behave in ways that are not safe online, or kind or responsible, that this is not okay at Drury School. There may be some actions that my school might have to take, such as not being able to use school devices or BYOD devices.

I understand and agree to use digital technology and the internet at school safely and for learning.

Name _____  Date _____

*(Parents of new entrants and younger children need to verbally discuss this document and have their child write their name above)*

## Parent/ Whanau/ Guardian Declaration

I have read the agreement relating to the use of the Internet and Digital Technologies in Drury School and understand that the intention of their use is for educational purposes. I understand that Drury School has taken precautions to make Internet use as safe as possible for all users and may take appropriate action if my child breaches the school policy relating to the use of the internet.

*Please circle your choice.*

I accept the terms of this agreement for my child                                    **Yes      No**

I agree to support the school in any action it may require to ensure that the terms and conditions of use as described in the agreement are enforced.

**Yes      No**

I agree that the school may use unnamed examples of my child's work and/or images of my child while taking part in school activities for educational purposes on the Drury School website, blogs or other publically available media.

**Yes      No**

Signed _____        Name _____

Date _____