



# Rotokauri School Digital Citizenship Agreement



SENIOR

At Rotokauri School we use digital devices to support and enhance our learning.

I cannot use digital devices until I have understood and signed this agreement.

Digital citizenship is the ability to participate meaningfully and confidently in opportunities online.

### Keep it Private

I keep my profile and log in details private, safe and secure. I am careful who I share personal information and photos/videos with.

I respect log in details of others.

I can only use my log in details for approved online resources at home if the teacher has given permission for school use.

Personal phones must be handed in at the office. Any other devices are to be left at home. Smart watches, Fitbits etc are not to be used for gaming or communication.

### Keep Safe

I demonstrate care and responsibility for digital devices and accessories.

I only use digital devices when I have teacher permission and the teacher is supervising.

I only access digital content (websites and apps) approved by my teacher.

I do not talk to strangers online; I let an adult know if someone I don't know has tried to contact me.

I do not change any settings without permission.

### Keep it Friendly and Respectful

I do not share conflicts, comments that are hurtful or harmful, photos or videos that are not appropriate or are not mine to share online.

When online, I reflect my strong and positive personal values and behaviours and represent the Rotokauri School values.

I think before I post anything online for the world to see (if I am unsure, I will ask).

When I use or take others' work or ideas from the internet, I learn and understand what the rules are for copying.

### Get Help

If I see anything upsetting, is mean or not acceptable at school I will:

- not show others
- turn off the screen
- get an adult straight away

I will show honesty and report issues to my teacher.

I report if something is damaged, broken or not working.

### Digital Citizenship and Fluency

As an active learner, I strive to develop my online attitudes and values, my knowledge of the online world and my digital literacy skills.

#### I agree to follow the rules

#### I understand that if we break the rules, there are consequences:

- Our parents may be informed
- We may lose privileges to use digital devices and go online

I sign here to agree to the rules and responsibilities in this agreement

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Digital Citizenship and Fluency

Digital citizenship is the ability to participate meaningfully and confidently in the opportunities online, across three key aspects. Digital citizenship is about the behaviour not the technology.

## 1. Our online attitudes and values

- **Our actions, decisions, and behaviours online**, and our efforts to build a ‘culture of kindness’
- **How we respond to others** and what we participate in; eg. upstander v’s bystander
- **How we represent ourselves** through the photos, videos, comments and posts we upload or ‘like’
- **How we respect others** through actions such as consent in posting/using images of others, on-sharing their content, etc.

## 2. Our knowledge of the ‘online’ environment

- How we understand **what the internet is**;
- How we understand that behind a screen is an **active world of people** with different values; attitudes; cultures; needs; and capabilities
- **The ways in which we interact with sites and apps**, and features within these such as privacy and security tools, deleting and editing our content; our rights and responsibilities; knowledge of sites’ terms and conditions.
- **Our understanding of how data is being collected** about the sites we use, when we click or ‘like’ something, and subsequent effects.
- **Understanding concepts of the public domain and a ‘digital footprint’**; and the potential for content to be on-shared, replicated, altered, and control taken from the owner/author.

## 3. Digital literacy skills

- **Research skills** – developing abilities to critically assess truthful information from that which has been elaborated, or sourced from unfounded or unreliable sources
- **Use of search filters** for safe searching, or ‘kids specific’ search engines
- Learning **how to provide constructive comments** online, and respond positively to others’ feedback about our own content
- **Knowledge and use of open licenses** (e.g. Creative Commons) and how to attribute credit or reference others when information is sourced from online sites
- **Showing resilience in the face of digital challenges** and knowing how to respond and also, seek support.



## **The School's Role**

Rotokauri School supports you by helping you learn in the best ways we can, and keeping you safe at school whether you are online or offline.

### **We will do this by:**

- making everybody aware of their responsibilities
- making time to learn about positive online behaviours and ways to keep safe
- overseeing students' use of school's digital devices and online spaces
- offering access to the internet and online platforms
- using filtering software to protect everybody
- helping students who need support to deal with online problems
- protecting your rights to a safe and positive online environment
- providing opportunities to use digital technologies in the learning at school
- having a plan to help you when something serious or illegal happens that involves digital technology or online spaces. This might include getting in touch with the NZ Police or Netsafe.

## **Online issues**

Despite the good things technology offers and people's best intentions, sometimes things will go wrong. Sometimes these things are on purpose, and sometimes they are accidents. Your responsibility (as part of this agreement) is to report online issues to your teacher, Mrs O'Rourke or Miss Smith.

**Online bullying.** Online bullying is not accepted at our school. If you or somebody else is being bullied or criticised online, report it. Keep the content so we can investigate it. Stop any further contact with the person who is bullying. You can report to your teacher, Mrs O'Rourke or Miss Smith for help.

**Report a problem.** We need your help to keep our school safe. If you see something on the school systems that you don't think should be there, we need you to report it as soon as you can to your teacher, Mrs O'Rourke or Miss Smith. This is really helpful and important, so that the school can find out what the problem is and fix it as soon as possible.