

ACCEPTABLE USE POLICY FOR DEVICES AND ONLINE ACTIVITY

At Island Academy we require all students and staff to be **positive digital citizens**. A digital citizen is someone who navigates the possibilities and pitfalls of the digital world **safely, responsibly, and respectfully**. We therefore require students and staff to agree to the following statements:

1. Respect yourself

- I will select appropriate online names, information and images for myself.
- I will consider what personal information about myself I post; it is irretrievable once it is online.

2. Protect yourself

- I will ensure the information and images I post online do not put myself at risk.
- I will protect my accounts from who can view my information. I will also protect my passwords and resources.
- I will report any inappropriate behaviour or abuse I experience online.

3. Respect others

- I will not use the internet to harass, bully or cause any upset to others.
- I will not get involved in conversations that may cause upset to others.
- I will not compromise the integrity of my school and myself by posting inappropriate content online.

4. Protect others

- I will report any unkind behaviour or abuse that I see towards any person online.
- I will not take part in or encourage any conversation that may cause upset to others.

If I experience something unkind or upsetting online or on a device, I must report it to a member of staff at Island Academy. If I do not, I am playing a part of the unkind behaviour or abuse by not trying to stop it.

I understand that this agreement is to respect and protect myself, my friends, and the community at Island Academy. I understand that breaching this agreement will not only compromise the safety of myself and others, but it will also result in sanctions.

Student Signature

Date

Parent/Guardian Signature

Date