

If you need help to understand the information in this policy, please contact Keysborough Secondary College.  
Phone 03 9798 1877 – Acacia Campus or 03 9546 4144 – Banksia Campus or email at:  
keysborough.sc@education.vic.gov.au.

To ensure that all students and members of our school community understand:

- a. our commitment to providing students with the opportunity to benefit from digital technologies to support and enhance learning and development at Keysborough Secondary College.
- b. expected student behaviour when using digital technologies including the internet, social media, email and digital devices (including computers, laptops, iPads)
- c. the College's commitment to promoting safe, responsible and discerning use of digital technologies, and educating students on appropriate responses to any dangers or threats to wellbeing that they may encounter when using the internet and digital technologies
- d. our College's policies and procedures for responding to inappropriate student behaviour on digital technologies and the internet
- e. the various Department policies on digital learning, including social media, that our school follows and implements when using digital technology
- f. our College prioritises the safety of students whilst they are using digital technologies

This policy applies to all students and staff at Keysborough Secondary College

Through increased access to digital technologies, students can benefit from learning that is interactive, collaborative, personalised, engaging and transformative. Digital technologies enable our students to interact with and create high

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At Keysborough Secondary College we support the right of all members of the school community to access safe and inclusive learning environments, including digital and online spaces. This form outlines the roles and responsibilities of Keysborough Secondary College in supporting safe digital learning, as well as the expected behaviours we have of our students when using digital or online spaces.

At Keysborough Secondary College we:

- have a  that outlines our College's values and expected standards of student conduct, including consequences for breaching the standards. This Policy extends to online conduct
- have programs in place to educate our students to be safe and responsible users of digital technologies
- provide information about digital access issues such as online privacy, intellectual property and copyright
- supervise and support students using digital technologies in the classroom
- use clear protocols and procedures to protect students working in online spaces. This includes reviewing the safety and appropriateness of online tools and communities, removing offensive content at earliest opportunity, and other measures
- provide a filtered internet service to block inappropriate content. We acknowledge, however, that full protection from inappropriate content cannot be guaranteed
- use online sites and digital tools that support students' learning
- address issues or incidents that have the potential to impact on the wellbeing of our students
- refer suspected illegal online acts to the relevant Law Enforcement authority for investigation
- support parents and care-givers to understand safe and responsible use of digital technologies and the

In addition, when I use my personal mobile phone, I agree to be a safe, responsible and ethical user at all times,

by:

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