

## HOKOWHITU SCHOOL DIGITAL CITIZENSHIP POLICY

### PURPOSE

Hokowhitu School Board will foster a culture of safe and responsible digital citizenship in our students and staff through providing access to high quality digital technology and online environments, incorporating their use into teaching and learning contexts, and minimising and managing the challenges that they pose.

### GUIDELINES

1. Hokowhitu School will provide access to a high-quality internet connection (with firewall and filtering protection), hardware, and software to support the delivery of all areas of the curriculum, and the digital curriculum in particular.
2. Principles of safe and responsible digital citizenship will be fostered through clear expectations based on the Hokowhitu STRIVE values.
3. The school community will be consulted about any significant change to the use of digital technologies or the online environment.
4. Student phones or other internet-enabled portable digital devices will be managed in accordance with the Communication Policy.
5. Online communication between staff and students must only occur other through school email addresses or online environments provided by the school, only on matters directly related to their learning, and normally only during school business hours.
6. Staff, Board members, and members of the community who access the school's internet must ensure they use it in a professional manner, with due respect for copyright and appropriateness.
7. Any incidents related to the school's online environment will be addressed in accordance with the Complaints and Concerns procedure.

### ASSOCIATED POLICIES/PROCEDURES/HANDBOOKS

#### Legislation

- Harmful Digital Communications Act (2015)

#### Guidelines

- [Kete](#) (Netsafe)

#### School Policies, Procedures, and Other Documents

- Communications policy
- Complaints and Concerns procedure

**Ratification date:** 30 October 2024

**Review date:** Term 4 (October/December) 2027

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**Presiding Member**

**Principal**