Internet Safety Plan for Saratoga Shores Elementary 2018-19

Computers and Devices in the School for Student Use- List the devices and main uses

- Apple Computers – MacMini (Computer Lab): They are used for Office applications, research, presentations, word processing, and Internet Safety instruction.

- iPads - Classroom deployment in grades K-2 with 12 in each teacher classroom: They are used for curricular apps to support the Language Arts, Science, and Math core standards.

- Chromebooks – We currently have a 2:1 Chromebook distribution that are deployed to grades K-6, housed in mobile carts in each classroom, and one cart in our Shark Lab. These devices are used to enhance student learning through the use of applications designed for productivity, research, presentation, and assessment.

Management - Are you using LanSchool or other management tools for devices or labs?
- LanSchool in our main computer lab & MDM for managing iPads.
- Chromebooks are managed through the Google Admin Console.
- Teaching monitoring of the Chromebooks
- ASD Password protection –students login & have access to only certain filter protected sites.

Supervision - What training has been given or is being planned to help teachers know how to best supervise students online and what to do if they become aware of inappropriate use.

- Use of Technology Training: Yearly Professional Development in August
- Internet Safety Practices Training (2018): PowerPoint shown annually in Faculty Meeting
- New Faculty Training: Provide training on Internet Safety Practices as new faculty come on with our Computer Teacher.
- Monthly reminders in our faculty newsletter

Digital Citizenship Plan - How does your school manage rotation through the elementary lab or through the media center? What topics are addressed with each grade level? What other teachers cover Online Safety topics?
- Hold an annual White Ribbon Week for student and parents
- Each class rotates through computers with our Computer Science Teacher. The following is what being address:
    - Internet Safety: $1^{st} – 4^{th}$ Netsmartzkids; Wizzy wigs; webville outlaws
    - Technology Time & Health: 3rd- 4th
    - Online Responsibility: 4th, 5th, 6th
    - Digital Footprint & Cyber Citzenship $5^{th} – 6^{th}$
    - Copyright & Piracy: $5^{th} – 6^{th}$
    - Cyber Ethics: $5^{th} – 6^{th}$, also cover Adware, Popups, & Website Evaluation
    - Safe Research Tools (shared with teachers & students): Google Images Safe Search, Google Junior, Utah's Online Library, Educationiseek, & Sweetsearch

Parent Resources and Information- What information has been shared with parents about online safety at school? What resources for home online safety has been shared?

- Shark News with link to school website: Have a section on safe internet use tips & safe internet sites/searches
- School Web Page: List the curriculum and links under special District Supported Solutions & Internet Safety/Resources.
- Pamphlet or Flyer: Have this available in the office, Parent Teacher Conferences/ S.T.E.A.Ming with the Sharks Night.
- Parent Academy: This would be done a once a year, during S.T.E.A.Ming with the Sharks Night, where students invite their parents to learn about what they are doing on the computer and the programs/apps they use, etc.
- Teacher Communications: Have teachers share website or tools they are using.
- An easy button for parents on the school webpage to access "Internet Safe Sites" or Internet Tools.

Policies -
- Students have the Acceptable Use Policy reviewed with them each year.
- With the number devices accessible to students at the school they are not to bring in any home devices. Phones are to be in the silent position and stored in backpacks during the school day.
- Students have access to computers in main computer lab, under adult supervision.

Decision Making - How does the school balance access and safety appropriate for the grade levels at your school?
- Data Privacy Training for Teachers: This drives out decisions about what tools to use to enhance learning.
- Kindergarten – 2nd Grade: Student have access to iPads (appx. 12 per class room) using apps approved by administration and that are aligned with the state core.
- Kindergarten – 6th Grades: Students have access to Chromebooks, under teacher supervision. Our K-2 students log into the device with their district provided account and can use district-supported tools that align with the core. Gmail has been disabled for K-2 students.
- Each student, grades 3-6, has a school based email account & password. Each grade level has an assigned number of Chromebooks & storage carts.
- Lab: Students have access to computer lab and are under the supervision of the teachers and the school Computer Specialty Teacher.

Guiding Principles - What does the administration see as important opportunities for our students related to constructive, proactive technology use? What does the administration see as the greatest threats for your students?

- Foundational Philosophy: Learning drives the technology NOT technology driving the learning
- Working toward integration of all subject & the 6Cs in the school.
- Student-Directed Use: This means that students use technology to *create* and find solutions for real world problems.
- Greatest Threat to Students: Inappropriate content and sites. Continue to educate as we have outlined in our Digital Citizenship Plan - Understand digital footprint.