

STUDENT DIGITAL CITIZENSHIP AGREEMENT

PRIMARY SCHOOL - 2025/2026

GRADE 4 to 5

Privacy & Security - We care about everyone's privacy!

Students learn how to protect personal information and gain a deeper understanding of their data privacy rights so they can advocate for themselves and others.

- **I protect** my own and others' information online.
- I will not share private information about myself or other students online e.g. home address, phone number, full name, personal photos etc.
- I will keep my passwords private and will not share usernames with others, except parents.
- I will always log off before leaving a computer.
- I will not log in with another student's username and password.
- I will only record or photograph people and post images with their consent.
- I will not share my personal information with AI tools such as ChatGPT.

Relationships & Communication - We know the power of words and actions!

Students reflect on how to build positive relationships, avoid risky online talk, and understand why some topics and conversations can best lend themselves to certain mediums.

- **I communicate** responsibly and kindly with one another.
- I will be polite and respectful in my online communications with others.
- I will not change the work of others when collaborating in shared spaces e.g. Google Docs, Google Slides, Google Sites, Blogs etc.
- I will inform my parents and teachers if someone cyberbullies me or sends me inappropriate pictures or messages.
- I will be aware of whom I am sharing my files with (keeping them private, sharing them with teachers and classmates or posting them publicly).

Cyberbullying, Digital Drama & Hate Speech - We are kind and courageous!

Students take on these tough topics and play the active role of an upstander to build positive, supportive online communities and combat online cruelty.

- **I stand up** to cyberbullying.
 - I will not use hurtful words towards others and work towards building a positive online community by saying things that build others up.
 - I will not share, write, send, download, or display rude, threatening, or inappropriate messages or pictures.
 - I will not visit and forward websites that are racist or have inappropriate pictures and content.
 - I will report any attacks or inappropriate behaviour directed at others or myself to my teacher, librarian, school counsellor, or other adult at school.
 - I will refuse to be a “bystander”, instead I will be a role model to others and support the victim.
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Digital Footprint & Identity - We define who we are!

Students consider the benefits and risks of online sharing and explore how a digital persona can affect one's sense of self, reputation, and relationships.

- **I understand** that anything posted online is permanent.
 - I will think before I share because I know that it is important to have a positive digital footprint to build a great future.
 - I understand the benefits and risks of online sharing and I know how a digital persona can affect one's sense of self, reputation, and relationships.
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News & Media Literacy - We are critical thinkers and creators!

Students identify credible and trustworthy information sources and reflect on their responsibilities as thoughtful media creators and consumers.

- **I give** proper credit when we use others' work.
- I identify credible and trustworthy information sources.
- I will not plagiarise work I find on the Internet. Plagiarism is taking the ideas of writings of others and presenting them as if they were original to the student.
- I will respect copyright laws by citing my sources e.g. where I found my information.
- I will ask my teachers for permission to use AI and cite the use of AI in my assignments.

Media Balance & Wellbeing - We find balance in our digital lives!

Students go beyond screen time to explore the impact their digital lives can have on their well-being and relationships while learning to balance media in their everyday lives.

- I will **respect** the guidelines set by my parents at home, so that I can live a balanced and healthy life.
- I will show respect to others when using technology by closing my device or putting it down when someone is speaking to me.
- I understand that my media choices and the habits I form while using them have a direct impact on my wellbeing. Good habits help me build healthy and happy lives. Bad habits can make my lives more difficult.

Safeguarding - We keep ourselves and others safe online!

Students actively report to parents and teachers when they or someone they know feels unsafe online.

- I will participate in any online meetings for school in a public space in my home and dress like it is a normal school day.
- I will only engage in safe online activities; with people my family knows and trusts.
- I will report inappropriate content to my parents and teachers.
- I will ask my parents and teachers for help if I feel unsafe.

By signing this agreement, I understand that I need to act in a manner that is respectful to myself and others.

I have read this agreement and understand the BBIS digital citizenship principles.

Student Signature: _____

Grade: _____

Parent Signature: _____

Date: _____

Please sign it and return it to the school on Monday.

This information is taken from the Common Sense Media website and adapted accordingly.

'Common Sense Media. (2020). *Digital Citizenship Curriculum*. Common Sense Education.

Retrieved September 5, 2020, from <https://www.commonsense.org/education/digital-citizenship/curriculum?grades>'