



Educator checklist

Netsafety week is a good opportunity to reflect on and explore some key areas that support your students' online safety at school. Here is a checklist of some actions you can take as an educator:

Create a safe learning space

Review online safety and digital citizenship expectations (ie. user agreements/treaties) with students. Ensure they are discussed and visible around the learning environment. These agreements could also be included as part of a classroom agreement.

RESOURCES: netsafe.org.nz/the-kit/policy-user-agreements/student-user-agreements and netsafe.org.nz/the-kit/resource/downloadable-posters

Incorporate opportunities for students to engage in conversations around their experiences and activities online through activities like class meetings, whānau and form time. These conversations should be driven by curiosity, not suspicion.

Ensure students understand the processes in place when online support is needed.

FOR EXAMPLE: What steps do students take if they see something online that is harmful or makes them uncomfortable? What help is available at school if they are unsure about what they encounter

Learn the landscape

Engage with your student in sharing sessions to get to know and understand the platforms being used by students, both in and out of school.

Help students select the platforms that support their learning at school. If you draw two concentric circles and add all of the technology, apps, platforms, and online activities that students enjoy using in the outer circle. Then, move the items that are particularly useful and helpful to learning in the school context into the middle circle. This can be done as a class, in small groups or individually.

Identify opportunities throughout the term when online safety messaging can be included in other curriculum areas. One of these areas is in [Digital Technology](#).

Connect with the community

Ensure families and whānau understand the school has processes in place for reporting and dealing with online incidents and will engage with external agencies (including Netsafe and NZ Police) when needed.

Promote consistent layers of online safety between home and school. Switch on Safety has been provided free of charge by N4L to all students and allows content to be filtered at home and school.

RESOURCES: switchonsafety.co.nz

Netsafe has a variety of resources to support parents and guardians create more positive online experiences. The [Online Safety Parent Toolkit](#) is a great place to start.

RESOURCES: netsafe.org.nz/digitalparenting

Keep yourself safe

Check your employment agreement around the use of the internet and devices.

RESOURCES: netsafe.org.nz/the-kit/staff-guidelines-for-the-safe-use-of-digital-technology

Be mindful of the ways you engage online through the lens of what is personal versus what is professional and keep these separate where possible.

Understand the legislation around searching and storing of student owned devices.

RESOURCES: legislation.govt.nz/act/public/2020/0038/latest/whole.html#LMS176259

Protect your own digital footprint including your use of social media and reviewing your privacy settings.

RESOURCES: netsafe.org.nz/how-to-improve-your-online-privacy-and-security



Make Aotearoa Safer Online

26-30 July | #netsafetywk21 | [f](#) [t](#) [in](#) [@](#)

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