

POLICY ON MANAGING DIGITAL CONTENT

Members of the Managing Digital Content in E-safety Group will assist the E- Safety Officer (or other relevant person, as above) in:

1. Developing a separate wing for E-safe resource in E-safety platform
2. Displaying /publishing / monitoring the school e-safety policy / Documents.
3. Designing/Managing / formulating e-safety library by including various means to learn about their favourite app (Eg: Word search, City/nature/school campus coloring in a sheet by including one or two questions about their favorite app or games , etc)
4. Developing / designing and publishing hash tag cautionary tale and E-safety tips for children in order to make them aware about their internet activities
5. Designing guidelines for parents and teacher to have a friendly and natural conversation with your children about online safety
6. Publishing e-safety posters, presentations, videos and various useful documents for children of different age group, teachers, staffs and parents.
7. Providing various website links for parents to keep children safe at home.
8. Collecting and displaying all the online safety issues and solutions in E-safe resources
9. Filing and Publishing school based E-safe activities which have been conducted for children, parents, teachers and staffs.