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| <b>Ras Al Khaimah American Academy</b> |   |                            |   |
| <b>Subject: Impact Policy</b>          |   | <b>SOP No: RAKAA-DC-04</b> | <b>Controlled Copy No: 3</b>  |
|  |   | <b>Revision No: New</b>    |   |
| <b>Written by:</b>                     | <b>ICT Teacher</b><br>Farhat Riffat   | <b>Date:</b><br>22/12/2021 | <b>Policy based on: Online Safety Policy</b>                              |
| <b>Checked by:</b>                     | <b>OSL, SLT</b><br>Dr. Sandra Zaher   | <b>Date:</b><br>31/12/2021 | <b>Supersedes: New</b><br><b>Issued on: 31/12/2021</b>                    |
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## Objectives of the Policy

The online safety is broad concept that is based on reducing the risks online from a range of negative inspirations including incorrect behaviours, abuse, harmful content, identity theft and breaches of privacy. The purpose of online safety education is to empower, build the strength and to affect the positive culture change, while encouraging the development of respectful relationship, safe and long-term behaviours. In addition, this policy aligned with the online safety policy to ensure that the program has an impact on students learning and staff practices.

At RAKAA Online Safety Education is

- To construct knowledge and skills across the curriculum. This involves both interpersonal and technical aspects required to navigate digital environment and develop learning outcomes in practice.
- To teach online safety education to each student, at every level and every stage by using engaging strategies and trustworthy and well-trained educators.
- To have specific lessons focused on online safety education as well as opportunities to build skills into lesson plans across the learning areas for example, teaching critical thinking should include some examples of how this applies in an online context.
- To teach online safety education to support critical thinking and moral education.
- To develop emotional and social learning skills to support students' understanding and management of emotions, respectful online relationship, and resilience.

## Policy Statement

- RAKAA feels responsibility to facilitate the safe and responsible use of technology to support learning and sustainability to educate the school community (teachers, staff, students, and parents). This is to protect themselves from inappropriate, illegal, and harmful content or contact and by ensuring that school monitors the impact of learning for all stakeholders including the use of internet and its online safety procedures(the review / audit of online safety incident logs, behaviour / bullying logs, surveys of staff, students / pupils, parents / carers). To develop opportunities within the Online Safety Group to consider how these reviews will influence policy and practice.

## Scope of the Policy

In progressively challenging, connected and promptly changing world, it is critical for every RAKAA community member to develop the skills needed to flourish as healthy, confident, and digitally literate citizens.

- All young people need prospects to develop information and Communication Technology (ICT) capability to operate in an information-rich digital world confidently and successfully. Raising and developing sense of responsibility including respect for others, is crucial for ethical and social engagement when using ICT to explore, create, connect, and collaborate with others.
- To change the student's mindset and practices through students' awareness of AUP and unacceptable use policy, In addition, curriculum lesson plans integration by school online safety system.
- To use digital citizenship program to improve students' online practices IN/OUT school through fair Research, respecting copy rights avoid plagiarism.
- To equip the staff with proper tools to improve their online safety practices such as; respecting firewalls, password protections, plagiarism and intellectual copyright laws
- To make sure that staff is ready and confident to handle any unknown/new technologies issues through constant reporting policy to OSL and ICT manager.
- To engage parents to support school online safety activities and initiatives through their responses to surveys, newsletters, and events, as they recognize the school message towards securing e-safe environment for their kids in an open space era.
- To find ways to overcome Parents involvement, as it was so difficult at the beginning, due to the new stage of technology use, but now they are trying their best to support the school totally through their positive involvement.

## Development and Review of the Policy

This policy is subject of revision and update at least once annually according to the local, national or child protection requirements. The change in technology is considered as well in updating this policy.

The review and updating process of this Impact Policy is performed for:

- The impact of the online safety policy and practice is evaluated through the review of online safety incident logs,
- Behaviour logs, surveys of staff, students / pupils, parents / carers.
- There is evidence that the school online safety strategy validated or improved by these evaluations.
- The school reviews the effectiveness of online safety support received from external agencies.

- There is balanced professional debate about the evidence taken from the logs and the impact of preventative work e.g. online safety education, awareness, and training.

### **Actions to support Implementation:**

As per the e-safe school improvement, RAKAA has considered multi actions, which in turn will reinforce the practical application of this policy, and support the school to measure to what extent the learning is improving for all stakeholders.

### **Roles and responsibilities – e-safe team**

- Run the Self-Evaluation documents for the outcome of online safety policies
- Capture the Minutes of meetings of relevant groups, and committees
- GAP analysis report before and after to measure the impact
- Digital citizenship lesson plans
- Sample of students work
- AUP, password policy & filtering policy
- Parents satisfaction surveys and events reports
- Ensuring that the school monitors the use of the internet and its online safety procedures used to ensure that the online safety policy is implemented optimally.
- Strengthening the supervisory role of school principals, where they will be informed with the appropriate precautions for online safety.
- SLT, OSL & OSG to design the self- evaluation and put it into practice. To use Surveys, Interviews, Assessments, Audits to ensure the online safety education is achieving the planned outcomes during student learning.
- SLT, OSL & OSG to capture, record and document Minutes of meetings of relevant groups, and committees
- SLT, OSL & OSG to show case monitoring reports to reflect the impact of implementing the online safety policies
- SLT, OSL & OSG to provide samples of digital citizenship lesson plans and parents satisfaction surveys and reports of events.
- ICT manager & OSL to provide the AUP, password policy & filtering policy

### **Impact Policy links to other school policies**

This Impact policy considers all school other policies along with the national regulations such as:

- Online safety policy:

[https://rakaa.sch.ae/wp-content/uploads/2021/12/RAKAA\\_eSafety-Policy\\_2021-22.pdf](https://rakaa.sch.ae/wp-content/uploads/2021/12/RAKAA_eSafety-Policy_2021-22.pdf)

- Cyber safety Policy:

[https://rakaa.sch.ae/wp-content/uploads/2021/05/RAKAA\\_Cyber-safety-Policy\\_Updated.pdf](https://rakaa.sch.ae/wp-content/uploads/2021/05/RAKAA_Cyber-safety-Policy_Updated.pdf)

Anti-Bullying policy: [https://rakaa.sch.ae/wp-content/uploads/2021/05/RAK-AA\\_Anti-Bullying-Policy.pdf](https://rakaa.sch.ae/wp-content/uploads/2021/05/RAK-AA_Anti-Bullying-Policy.pdf)

- Child protection policy

<https://rakaa.sch.ae/wp-content/uploads/2021/05/RAKAAG-Child-Protection-Policy.pdf>

- Acceptable Use policy

<https://rakaa.sch.ae/wp-content/uploads/2021/05/Student-Personal-Laptop-Acceptable-Use-Policy-2020-2021.pdf>