**BridgePrep Academy
Curriculum Team**

13300 SW 120 Street
Miami, FL 33186

www.BridgePrepAcademy.com

Ms. Darliny Katz
Executive Director

Bridge Prep Academy Internet Safety Guidelines

Remote Learning

It is imperative that students are in an environment conducive for learning. The area in which students are receiving information from their teachers online and completing assignments should be:

- **Quiet:** The area specifically set up for the student should be peaceful and quiet. Televisions, radios, and phones are turned off. Remove any other objects/toys that can be a distraction for the duration of the scheduled learning time.

- **Comfortable:** Although laying in a bed or on a couch can be comfortable, students minimize motivation, engagement, and focus when in these two positions. Students need to be sitting at a desk/table, on a chair, in the upright position. In this way, you mimic a classroom environment which increases focus.

- **Monitored:** Parents/guardians should ensure that students are engaged and completing assignments. Check on them periodically while they are online. Monitoring not only keeps students on task, but it also ensures that students are using the internet appropriately (using educational sites, kid-friendly language, not engaged in cyberbullying, etc.).

- **Dress code:** In the event that the student is completing assignments in a high traffic area where other individuals are constantly walking by and in view of the tablet, computer, iPad's camera, please ensure that everyone is dressed appropriately (no undergarments or pajamas). Please also make sure appropriate language is being used at all times. No yelling, cursing, or vulgar conversations.

Internet Safety

Online access also comes with risks, like inappropriate content, cyberbullying, and online predators. Using apps and websites where children interact, predators may pose as a child or teen looking to make a new friend. They might urge the child to exchange personal information, such as address and phone number, or encourage children to call them, seeing their phone number via caller ID.

Parents should be aware of what their children see and hear on the Internet, who they meet, and what they share about themselves. Talk to your children, use tools to protect them, and keep an eye on their activities.

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Basic guidelines to share with your children for safe online use:

- Follow the family rules, and those set by the Internet service provider.
- Only answer video calls that was set up by their teacher or a trusted adult
- Never post or trade personal pictures.
- Never reveal personal information, such as address, phone number, or school name or location.
- Use only a screen name and don't share passwords (other than with parents).
- Never agree to get together in person with anyone met online without parent approval and/or supervision.
- Never respond to a threatening email, message, post, or text.
- Always tell a parent or other trusted adult about any communication or conversation that was scary or hurtful.

Basic guidelines for parental supervision:

- Spend time online together to teach your children appropriate online behavior.
- Keep the computer in a common area where you can watch and monitor its use, not in individual bedrooms. Monitor any time spent on smartphones or tablets.
- Bookmark kids' favorite sites for easy access.
- Check your credit card and phone bills for unfamiliar account charges.
- Take your child seriously if he or she reports an uncomfortable online exchange.

Cyber Bullying

Cyberbullying happens through sending, posting, or sharing negative, harmful, false, or mean content about someone else. Cyberbullying also involves sharing personal or private information about someone without their permission causing them embarrassment. It is important that students are encouraged to practice positive online conduct and to have a "think before you post" mentality. Students should report any suspicions or harmful online activity to a responsive adult, and follow the student code of conduct in regards to cyberbullying practices.

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Cyberbullying involves the use of technology or digital devices such cell phones, desktop/ laptop computers and tablets. Cyberbullying also includes:

- Social Media- Facebook, Instagram, Snapchat, and Twitter
- Short Message Service (SMS)- text message, instant message, apps, direct message
- Email

Some cyberbullying includes:
- Lies
- Purposely sharing false information
- Posting hurtful pictures or videos
- Posting or saying mean things about someone race, or physical characteristic
- Victims of cyberbullying might feel more powerless since it is very easy to distribute information online and very hard to retrieve and remove what is already out there.
- If left unchecked, the effects of cyberbullying can lead to extreme stress and depression, and students who are victims may feel drawn to self-harm as a result of their experiences.

While some might consider cyberbullying as "bullying lite", when the internet is added to the equation, it can be especially painful because of the access the aggressor has on the victim. School administrators and student services will follow corrective and supportive strategies as needed to ensure a safe and positive learning environment for all our students and families.