

SMCM Blogging

Code of Behaviour and Guidelines



Students and Parents:

- Students will only be identified by their first name.
- Posts will not include any personal details or information about students such as addresses and family.
- All comments submitted by students, parents and the community are to be moderated and approved by the home group teacher or teachers before they will appear on the blog.
- All students must have parental permissions to have their photo and work posted on the blog. Permission was given on the yellow/purple student permission forms.
- Parents who leave comments are asked to use their first name only so as not to identify their child.
- All students must abide by SMCM Blogging code of behaviour when using the blogs.
- All students are to utilise the blogging writer's checklist before publishing a comment or post.

Teachers:

- All comments submitted by students, parents and the community are to be moderated by the home group teacher or teachers.
- A minimum of one post a week of student learning.
- Teachers are to end the majority of their posts with a question to encourage student and parent community to reply.
- Teachers are to reply to comments left on the blog this may be done as a whole

class to model writing for a purpose.

- Posts are to be a series of mixed media. This includes, photographs, videos, sound files and hyperlinks.
- Teachers can create posts and pages.
- Teachers are to place learning activities such as web links/resources on the blog so that students can access them. *The aim of the blog is to eventually phase out MyClasses.*
- Where appropriate incorporate the blog into student learning activities eg. Teacher creates a post about a text with questions and students comment to answer questions during literacy.
- Teachers are to notify the principal or IT technician/support if there is an issue with the blog.
- Teachers are to support each other's school blogs. All SMCM blogs are set up on each staff member's iPad.
- Teachers can access the school blog from the school website or blog domain.
- Posts written by students are to be checked by home group teacher before they are published online.
- Teachers are to follow SMCM Blogging Code of Behaviour and ensure students have access to the Blogger's Writing Checklist.
- Teachers are to enforce the SMCM Blogging Code of Behaviour with students.
- Homegroup teachers should take shared responsibility for posting and replying to comments on their blogs.
- SMCM Blogging Code of Behaviour and Blogger's Writing Checklist to be displayed in all Learning Areas.

Parent Information: SMCM School Blogs

About blogs

A blog is an online journal. Blogs are essentially websites where administrators (in this case Homegroup Teachers) can add posts which are displayed in reverse chronological order. There are side bars called widgets where you can find recent comments, email subscription to the blog, our global visitors and more. Our blog cannot be searched for in internet search engines such as Google. To access the blog you must know our web address.

Jargon

Blog: Short for "weblog", a blog is a website that is like an online journal which is regularly updated. A blog is made up of a collection of posts. Each new post that is published moves to the top of the blog. Readers can comment on blog posts. Blogs often contain pages too.

Post: These are found on the home page of the blog and contain a title and text. Some posts also contain photos, images, videos, slideshows and links to other sites. Posts sometimes end with questions for readers. Readers are encouraged to comment on posts.

Page: You can find pages at the top of the blog (on some other blogs, they might be on the side). Pages contain static information that doesn't change regularly such as information about the blog or weblinks.

Comment: Comments make blogs come alive! They allow the blog to become an interactive space where people can connect, converse and offer their thoughts and opinions. The administrators of the blog moderate and screen all comments.

Why blog?

Blogs are great because you can share things with a wide audience. Instead of just the teacher seeing what happens at school, students and parents are given the opportunity to see a variety of things we are busy doing during the day. Having a blog helps strengthen home-school partnerships and build a sense of a learning community and acknowledges that learning happens beyond school. Using blogs is a great way to strengthen and give purpose to literacy skills. It also allows students to build ICT skills and learn about appropriate online behaviours and internet safety.

Safety

Internet safety is of utmost important for our students. Through blogging the students will have the opportunity to learn about appropriate online behaviours in a supervised setting. The following code of behavior has been established to ensure the safety of our students when blogging:

- students will only be identified by first name
- all comments have to be approved before they will appear on the blog
- posts will not include any personal information about the students
- all students must have parental permission to have their photo posted on the blog
(Permission was given on the pink form provided last year. All students currently have permission for photo use. Please see me if you have any concerns about this.)
- parents who leave comments are asked to use their first name only so as not to identify their children
- all blog users are expected to follow the blog code of behaviours as outlined on the blog.

Comments

We will be adding comments to the blog in class, however it would be even more exciting for us if we received comments from our parent community. If you and your child visit our blog out of school hours it would be great if you can leave a comment together. Make your comment specific to the post or ask a question which will allow us to reply at school.

To comment on a post click on the post title and scroll down to find the 'Leave a comment' box. Add your comment following the guidelines in the blog code of behaviour then enter your first name, email and the anti-spam word. Then press 'Submit Comment'.

It is also good blogging etiquette to reply to other's blog comments. If you wish to reply to a comment or answer someone's question feel free to hit the reply button and follow the comment procedure.

Remember all comments have to be approved by the Homegroup teacher before they will appear publicly on the blog.

Follow

To save you having to check back to the blog all the time to see whether there are any new posts, we have set up an email subscription service. To subscribe, you simply need to enter your email address in the box on the right hand side of the blog. You will then get an email each time we post something new on the blog. You can click on the link in your email to visit the blog and leave a comment.

Blogging is all about being part of a community. Feel free to share our blog with family and friends. If you are on holiday throughout the year you can check into the blog to see what is happening back at school.

If you have any other questions about our blog please feel free to contact your homegroup teacher otherwise happy blogging!

How to Write a Blog Comment:

- Write your comment like a letter. When appropriate include a greeting and sign off with your first name.
- Always use correct grammar, punctuation, spelling and spacing.
- Make your comment specific to the post by asking a question ,adding new information or a statement about your learning.
- Do not include any personal details in your comment and use your first name only.
- Always re-read your comment before submitting it in case it needs editing.

Remember all comments have to be approved by your homegroup teacher before they will be displayed on the blog.

St Mary of the Cross MacKillop Blogging Writer's Checklist

<i>Follow our code to make sure you stay safe online!</i>	<i>Tick, if completed</i>
<p>Be Safe Do not use your last name. Don't be specific when writing about yourself. eg. Say: "I play basketball with a local team" rather than "I play for the Mt Eliza Tigers". Never give anyone your address, email address or phone number. You can keep in touch through the blog. Do not post photos of others without their permission.</p>	<input type="checkbox"/>
<p>Be Respectful Do not use your last name. Don't be specific when writing about yourself. eg. Say: "I play basketball with a local team" rather than "I play for the Mt Eliza Tigers". Never give anyone your address, email address or phone number. You can keep in touch through the blog. Do not post photos of others without their permission.</p>	<input type="checkbox"/>
<p>Be Literate You know about good grammar, spelling and punctuation. Apply it! You are broadcasting yourself to the world. Present yourself in the best possible light.</p>	<input type="checkbox"/>
<p>Be Published You know about good grammar, spelling and punctuation. Apply it! You are broadcasting yourself to the world. Present yourself in the best possible light.</p>	<input type="checkbox"/>