



“

Digital formation is about being able to succeed in social and ethical situations where digital technologies are in use.



In the academic year 2016-17 the topic of digital formation was discussed by the PTA, teachers and pedagogues and the student's council at ISJ.

The discussions led to the following conclusions:

- Concrete times for when and how the topic should be approached at parent meetings etc...
- Bring more clarity to both the school and parents responsibility with relation to digital formation.

Engelsk/dansk version af denne folder findes på skolens hjemmeside.

English/danish version of this folder is available on our website.



[sanktjoseph.dk](http://sanktjoseph.dk)

ILLUSTRATIONER/GRAFISK DESIGN: KIM BROSTRØM / 170830



Institut  
Sankt Joseph

Dag Hammarskjölds Allé 17 | 2100 København Ø  
Tlf. 35 38 47 35 | [www.sanktjoseph.dk](http://www.sanktjoseph.dk)



## DIGITAL FORMATION AT ISJ

The comprehensive approach to digital formation is grounded in the school's:

- **Mission statement**

Where in relation to digital formation the following is stated: "Each child will have the ability and courage to make ethically grounded choices, and know that choices have consequences."

- **School rules**

Where in relation to digital formation the following is stated: "You must take care of the school, others and your self."

- **Bullying Policy**

Where in relation to digital formation the following is stated: "Institut Sankt Joseph must be a school free of bullying."

- **IT- and Media Plan**

Where in relation to digital formation the following is stated: "It is crucial that we strengthen the students awareness of what personal information may be shared on the internet."

All 4 texts can be found on the school's website [www.sanktjoseph.dk](http://www.sanktjoseph.dk)



## ONGOING MEETINGS REGARDING DIGITAL FORMATION

- Grade 0: The pamphlet "Digital formation at Institut Sankt Joseph" will be distributed at the first parent meeting in the autumn, and any crucial/relevant points will be discussed.
- Grade 2: Continue the dialogue started at the common part of the parent meeting in grades 0-3. Refer to the point regarding the folder "Digital formation at Institut Sankt Joseph". Following this, there will be the standard meetings in the individual classes, where the topic can be discussed amongst the class.
- Grade 4: All parents in grade 4 are invited once a year to a theme meeting about digital formation, with a presentation from (Børns vilkår) amongst others. All parents from grades 5-10 are also welcome to attend.
- The school also holds need based meetings regarding digital formation with (teachers, students and parents) if the situation calls for it.

## PARENTAL TASK

- Show interest in and awareness of your child's digital life and habits.
- Awareness and participation in the digital life should be handled in a similar fashion to your child's other extra-curricular activities (football, ballet etc...)
- Be in a position to assist with concrete help regarding settings of mobile phones, ipads, facebook, instagram etc...
- Be clear and concrete. Explain what is legal/illegal, acceptable/unacceptable in the digital worlds, and try to explain concrete examples regarding both sides. (Ex. publication of photos of others without permission).
- Be a good role-model (If you are using your phone at dinner, your child will do the same).
- Take an active role in regards to recommended guidelines/age limits for movies, digital media etc...

## THE SCHOOL'S TASK

- Focus on digital habits with students at an early age. When does it make most sense to be online? With whom, and in which capacity?
- Teach online safety. The students need to be shown the proof of a digital footprint, and have a healthy and critical approach to the way they use the net. (Ex. mails, websites, which one can be trusted).
- Have ongoing teaching regarding ethical use of the web and digital communication. What is proper behavior in the digital world? How should I take care of myself and others?
- Make digital rules in class binding during school hours and thoroughly communicate this to parents afterwards.
- Make parents aware of the issue and support a positive dialogue at parental meetings. Refer to the point above regarding "ongoing meetings".