



## CYBER SAFETY POLICY

### RATIONALE

Wandana Preschool - Year 7 recognises the need for students to be safe and responsible users of digital technologies. We believe explicitly teaching students about safe and responsible online behaviour is essential and is best taught in partnership with parents/caregivers. We request that parents/caregivers work with us and encourage such behaviour at home.

Wandana Preschool - Year 7 places a high priority on providing Internet facilities and ICT equipment which will benefit student learning outcomes and the effective operation of the school. However, it recognises that the presence in the learning environment of these technologies can also facilitate anti-social, inappropriate, and even illegal behaviour and activities.

### POLICY

Wandana Preschool - Year 7 will develop and maintain rigorous and effective Cyber safety practices which aim to maximise the benefits of the Internet and ICT equipment to student learning and to the effective operation of the school, whilst minimising and managing any risks.

These Cyber safety practices will aim to not only maintain a cyber-safe school environment but also to address the need of students and other members of the school community to receive education about the safe and responsible use of present and developing information and communication technologies.

Wandana Preschool - Year 7 takes seriously its responsibility in providing robust policy, guidelines and education for students in relation to what is deemed acceptable and appropriate online behaviours.

Students will:

- Not use school name, motto, logo and/or uniform in any way which would result in a negative impact for the school and its community
- Not post photos of either themselves and/or other students which clearly identify them as a member of the Wandana School community, nor post photos taken during any school activity. This includes off campus events such as sports days and camps

Parents/Caregivers:

- Parents must not take photographs or otherwise record members of the school community (other than themselves or their own child) whether intentionally or inadvertently and/or post to the Internet, publish or share without the written permission of the person photographed.



Everyone's responsibility:

- No member of the school community will establish or maintain a social networking site which uses the school name, crest, logo or any other name by which the school and its community may be known without the express permission of the Principal. This includes class based Facebook pages.
- Members of the school community also have a responsibility to ensure that all online communications are in keeping with the schools expectations in relation to appropriate and respectful interactions with teaching and non-teaching staff. Any form of online abuse will not be tolerated and if occurring, legal advice will be sought to protect the school or person so named.
- Not post inappropriate comments about individual staff members, parents/caregivers or students which if said in person would result in disciplinary action being taken.

***Neither the School's network nor the broader Internet [whether accessed on campus or off campus, either during or after school hours, via any application] may be used for any purpose other than that which it was designed. Cyberbullying, harassment, taking, sending and receiving naked or sexually explicit images,(sexting) and other misuses of technology in cyberspace are unacceptable.***

***Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, another person by sending or posting inappropriate and hurtful e-mail messages, instant messages, text messages, phone messages, digital pictures or images, or Web site postings (including blogs). One isolated nasty, disrespectful or hurtful comment or post will be a clear breach of school rules, however it will not be categorized as cyberbullying.***

***The forwarding of private emails, messages, pictures or videos or otherwise inappropriately communicating personal or private information belonging to another person or logging on and pretending to be someone else as well as sending sexually explicit images ('sexting'), intentionally excluding others from an online group and 'liking' or 'sharing' a bullying comment will all be considered as cyberbullying and if this occurs either during school time or after school hours, will constitute a breach of school policy and as such a student will be subject to disciplinary action. Students must be aware that in certain circumstances where a crime has been committed, they may also be subjected to a criminal investigation by Police over which the school will have no control.***

***Students who feel that they have been the victims of such misuses of technology should save and store the offending material on their computer, mobile phone or other device. They should then print a copy of the material and immediately report the incident to a teacher. Staff who may have been cyberbullied or threatened online should immediately report such incidences to a member of the School Leadership Team.***

***All reports of cyberbullying and other technology misuses will be investigated fully and may result in a notification to Police where the school is legally obliged to do so. Sanctions may include, but are not limited to, the loss of computer privileges, detention, suspension, or expulsion from the School.***

*This policy will be reviewed every 12 months.*