



Rationale:

Tallygaroopna Primary School believes the teaching of cybersafe and responsible online behaviour is essential in the lives of students and is best taught in partnership between home and school. To guide and assist this partnership, the schools anti-bullying policies are in line with the eSmart Programme.

21st Century students spend increasing amounts of time online, learning and collaborating. To be safe online and to gain the greatest benefit from the opportunities provided through an online environment, students need to do the right thing by themselves and others online, particularly when no one is watching.

Safe and responsible behaviour is explicitly taught at our school and parents/carers are requested to reinforce this behaviour at home.

Some online activities are illegal and as such will be reported to police.

Aims:

School support for the safe and responsible use of digital technologies

Tallygaroopna Primary School uses the Internet and digital technologies as teaching and learning tools. We see the Internet and digital technologies as valuable resources, but acknowledge they must be used responsibly.

Your child has been asked to agree to use the Internet and mobile technologies responsibly at school. Parents/carers should be aware that the nature of the Internet is such that full protection from inappropriate content can never be guaranteed.

Implementation:

At Tallygaroopna Primary School we:

- have policies in place that outline the values of the school and expected behaviours when students use digital technology, the Internet and social media
- provide a filtered Internet service
- provide supervision and direction in online activities and when using digital technologies for learning
- support students in developing digital literacy skills
- have a cybersafety program at the school which is reinforced across the school
- use mobile technologies for educational purposes (e.g. photos from excursions)
- provide support to parents/carers to understand this agreement (e.g. language support)
- provide support to parents/carers through information evenings, newsletter and through the document attached to this agreement for parents to keep at home
- work with students to outline and reinforce the expected behaviours on the Internet
- reinforce that cybersafe and responsible behaviours are expected in their school use of digital technology.

STAFF RESPONSIBILITIES:

Individual Accountability: Tallygaroopna Primary School staff members are personally responsible for the content that they post, share and respond to online. When posting online, all information is considered representative of your views and opinions.

Photography/Videos: Before posting photographs and videos, permission should be sought from the subject where possible. Consult the “No Photograph List” in the Office prior to posting digital media containing images of students. Ensure digital pictures are appropriate for viewing by students, parents and colleagues.

Confidential Information: Online postings and conversations are not private. Do not share confidential information, internal School discussions, or specific information about students or other staff members.

Student-Staff Relations: Accepting invitations to social networking sites from students or alumni under the age of 18 is strongly discouraged.

Staff-Parent Relations: We recognize that many members of our community are staff members as well as parents or alumni parents. With this in mind, we ask that staff join the social networks of parents at their own discretion. Do not feel obliged to accept a social networking invitation from parent or other staff member. You should never discuss sensitive School matters with parents using Facebook, blogs, and other social media outlets.

Inappropriate Behavior: In the online environment, staff must follow all DET policies and conduct himself/herself online as in School. Please refer to the DET site for additional guidelines pertaining to professional behavior.

Privacy: When posting, even on the strictest settings, staff should act on the assumption that all postings are in the public domain. In microblogging (Twitter etc.), comments made using such media are not protected by privacy settings. Staff members should be aware of the public and widespread nature of such media and refrain from any comment that could be deemed unprofessional.

Profiles: Ensure your profiles and related content is consistent with how you wish to present yourself with colleagues, parents and students. Use caution and discretion when setting up your profiles. When uploading digital pictures that represent yourself make sure you select a School appropriate image.

School Values: Tallygaroopna Primary School encourages staff to set and maintain high ethical standards in their use of social networking. Staff, parents and students reflect a diverse set of customs, values and points of view. Be respectful of the opinions of others in your posts or comments. Under no circumstances should offensive comments be made about students, parents or colleagues nor the School in general. If responding to someone with whom you disagree, remember to be respectful. Make sure that criticism is constructive and not hurtful. Your posts and comments should help build and support the School community. Do not comment on nor forward unsupported information, e.g. rumors.

Inappropriate Content: Consider carefully what you post through comments and photos. Even though you are of legal age, photographs relating to alcohol or other age-restricted activities may be deemed inappropriate. Do not use ethnic slurs, innuendos or any other inappropriate content. Do not use profane or threatening language.

Staff involved in inappropriate conduct will have the matter investigated by the Principal and if required the matter will be referred to the DET Conducts and Ethics branch.

Staff who have a complaint or issue arise from Social Media should contact the Principal or follow the School's Complaints policy.

REVIEW PERIOD

- This policy will be reviewed as part of the school's three year review cycle and feedback will be sought from the School Community.
- This policy was endorsed by School Council on Wed 24th October 2018.