Cybersafety Policy

PREAMBLE

- Xavier College aims to provide a child safe environment where young people are safe and feel safe, and their voices are heard about decisions that affect their wellbeing.
- Xavier College acknowledges its responsibility to implement SACCS policies and practices, including child protection curriculum, for the care, wellbeing and protection of children and young people.
- Xavier College will comply with all legislative requirements and will cooperate with Church, government, and police and human services agencies with regard to child protection.

RATIONALE

This policy is an extension of the Xavier College Bullying and Harassment Policy as well as the Internet Usage Agreement. Xavier College is dedicated to ensuring all members of the Xavier College Community are well informed about how to stay safe while using technology.

PRINCIPLES

Xavier College aims to foster a cybersafe school environment. Cybersafety practices are implemented to educate the school community about their rights and responsibilities when using current and emerging information and communication technologies.

As a result of these practices:

- All teachers and students will receive education to prevent problems and issues of communication or safety regarding the use of information and communication technology.

- Staff members will assist students to develop positive, responsible and respectful attitudes and behaviours whilst using information and communication technologies that recognise the rights of all people to be safe and free from both harassment and abuse.

- Staff and students are expected to adhere to all policies in relation to appropriate use of information and communication technologies.
POLICY DETAILS

Illegal Use of Technology
This includes, but is not limited to, the following examples:
- Using technology to harass or threaten others.
- Using technology to take, post, send or store inappropriate images or videos of yourself or others, such as “sexting”.
- Hacking.
- Identity theft, such as posing as another person.
- Invasion of privacy.

Responsibility to Others
This includes, but is not limited to, the following examples:
- Be aware of how messages and photos can be perceived and know the consequences of sharing private images of yourself or others.
- Speak in a manner and post text or images which are appropriate and are not designed to harm someone.

Responsibility to Self
This includes, but is not limited to, the following examples:
- Do not post personal details or inappropriate images of yourself.
- Do not reply to harassment.
- Do not communicate with people who you do not know personally.
- Ensure that you keep all personal information private and hidden from unknown persons.
- Keep your password secret.
- If using social networking/gaming sites ensure your user name is neutral (i.e., gender neutral, no birth date or suggestive names).
- Read through any “Terms and Conditions” before signing up to any new website, entering and competing and downloading or installing any new programs/devices/files.
- Ensure you regularly update your privacy settings on social network sites.
- Maintain up-to-date anti-virus, anti-spyware and anti-malware programs.
**PROCEDURE**

In the instance where you have a cybersafety concern.....

- If the concern is about another person **within** the school community, tell a trusted adult. If appropriate contact the relevant authorities (SAPOL, Site Managers, IS Provider).

- If the issue is not resolved, the matter should be taken to your Oratory Teacher who will work in conjunction with the House Director.

- If the concern is about another person **outside** of the school community, tell a trusted adult. If appropriate contact the relevant authorities (SAPOL, Site Managers, IS Provider).

- If you feel you need further support or advice speak to your Oratory teacher.

**ROLES AND RESPONSIBILITIES**

The policy will be monitored and evaluated in line with legislative or SACCS Policy changes by the Leadership Team.

The College Board will review the policy on a cyclical basis every three years.