

Policies

Cyber Safety Policy

Status: Review - June 2016
Education Sub-Committee

Rationale:

All students should be able to learn and develop in safe, supportive and respectful environments. Australian schools, families and communities all have a responsibility to provide safe online environments and teach children how to use technology in positive and productive ways' (Australian Government 2012).

21st century students spend increasing amounts of time online for learning and collaborating. To be safe online and to gain the greatest benefit from the opportunity provided through an online environment, students need to know how to protect themselves online and interact appropriately with others, particularly when no one is watching. Rolling Hills Primary School believes the teaching of Cyber Safety and responsible online behaviour is essential in the lives of students and should be explicitly taught at school.

Rolling Hill PS has zero tolerance for all forms of child abuse and violence and actively works to listen to and empower children, whilst promoting a safe and inclusive environment for all children.

Bullying is when someone, or a group of people, upset or create a risk to another person's health and safety – either psychologically or physically – or their property, reputation or social acceptance, on more than one occasion. Bullies deliberately set out to repeatedly intimidate, exclude, threaten and/or hurt others.

Cyber Bullying is bullying over mobile phone text messages or phone calls, e-mail, instant messaging, internet forums, blogs, podcasts, YouTube, gaming, social networking websites and on-line social media communities such as Instagram and Facebook.

There are many different forms of Cyber Bullying including:

- Sending harassing or threatening messages
- Pretending to be someone you are not
 - Pretending to be a 'friend' to gain trust and sensitive information from the victim
 - Pretending to be the victim to defame and embarrass a perpetrator
- Publishing hurtful and humiliating rumours and photos or posting personal information on the Internet
- Flooding someone's inbox with e-mails
- Signing someone's e-mail address up to mailing lists and other websites.
- Sharing information known to be inappropriate.

Under certain circumstances (such as harassment and making threats) Cyber Bullying is a criminal activity and is illegal.

Cyber Bullying, as with any bullying, is not acceptable behaviour and will not be tolerated at Rolling Hills Primary School (RHPS)

Aims:

To minimise the occurrence and effects that Cyber Bullying has on our students by using the eSmart program and other resources listed below for:

- Educating staff on the various forms of technology available to children and how they work.
- Educating children on what Cyber Bullying is and what to do if they become victim to it.
- Educating parents to recognise signs indicating Cyber Bullying is occurring to their child and how to respond.
- Educating staff on the signs that indicate Cyber Bullying is occurring and how to respond to this appropriately.

Guidelines:

- Cyber Safety encompasses technologies such as Internet, electronic communication devices, and wireless technology.
- This policy will be read in conjunction with the Department **EDUCATION AND TRAINING REFORM ACT 2006 CHILD SAFE STANDARDS-MANAGING THE RISK OF CHILD ABUSE IN SCHOOLS** Ministerial Order No. 870 and the RHPS policies - Digital Technologies Acceptable Use Policy, Mobile Phone Policy, Social Media Policy and the Bring Your Own Device Policy.
- RHPS will abide by the Department's safe and responsible use policy
- The school learning community will have a clear understanding of the acceptable use of digital technologies.
- RHPS will recognise the indicators of Cyber Bullying and how to respond appropriately.
- All reported or suspected cases of Cyber Bullying will be investigated appropriately and thoroughly, providing appropriate consequences, support and education to all involved.
- Members of the school community, teachers, parents, students and support services will work together co-operatively and consistently.
- RHPS will follow the eSmart program.

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Implementation:

Successful implementation is the responsibility of all staff and school community members. Rolling Hills Primary School will recognise the signs of Cyber Bullying:

- The child's internet behaviour has changed dramatically (spending much more or less time on the computer)
- There are dramatic changes in mood, self esteem, beliefs and behaviour
- The child doesn't want parents or teachers to see what they are doing on the Internet – e.g. turning off the screen or minimising windows when adults enter the room.
- eSmart friendly school accreditation will be maintained.

Students will:

- Follow the RHPS Acceptable Use Agreement
- Report to a parent or teacher if they observe/know about another person being Cyber Bullied or are experiencing Cyber Bullying themselves
- Participate in Cyber Safety activities, including policy development and awareness programs.
- Not participate in Cyber Bullying in any of its forms.
- Not use school ICT equipment until the Acceptable Use Agreement Forms are signed and returned.

Staff/School will:

- Model appropriate Cyber Conduct
- Teach students to use digital technologies safely and know about the risks and consequences of misusing them.
- Assess and respond appropriately to incidents of Cyber Bullying
- Display Cyber Safety protocols in each classroom
- Regularly discuss appropriate Digital Technologies Acceptable Use with students, including what Cyber Bullying is and what to do if it occurs
- Ensure the most up to date filter systems are used to monitor and block inappropriate cyber content
- Educate students to anticipate, recognise and deal with risks and problems as and when they arise
- Provide students and families with up to date information and education on Cyber Bullying.

Parents will be encouraged to:

- Promote appropriate Cyber Safe conduct at home
- Familiarise themselves with digital technologies and websites used by their child
- Have an "Acceptable Use Agreement" for the use of information and communication technology at home, which includes clearly identified and consistent consequences
- Keep computers and other digital technologies in an open and common area and have filter software installed
- Actively participate in Anti Cyber Bullying activities, including policy development and education
- Become familiar with and be alert for behaviour that indicates a child may be involved with Cyber Bullying
- Assist their child, if they are a victim of Cyber Bullying, to determine the appropriate response, using this policy as a guide.

STEPS THE STUDENT (with adult assistance) CAN TAKE IN RESPONSE TO CYBER BULLYING:

- Keep a record – include time and date
- Tell someone – parent, friend, teacher etc.
- Contact your phone or internet service provider and report what is happening
- Contact police if messages are threatening or serious – Cyber Bullying, if threatening, is illegal.
- Does not reply to bullying messages – replying can make the situation worse; often not replying discourages the bully.
- Change contact details – a new user name, a new e-mail account, new mobile phone number; new passwords, only give details to people you trust, family and close friends.
- Keep your username and password secret – keep all personal information private.

Evaluation:

The Education Sub Committee may review this annually with a full review every 3 years.

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References:

<http://www.education.vic.gov.au/school/teachers/support/Pages/safeandresponsibleuse.aspx>
<https://www.education.gov.au/cybersafety-schools>
<https://www.esmartschools.org.au/Pages/default.aspx>
<http://www.stopcyberbullying.org>
<http://www.pacerkidsagainstbullying.org/>
<http://www.saferinternet.org.uk/advice-and-resources>
[Interactive Games relating to all areas of Cyber Safety](#)
<https://budd-e.staysmartonline.gov.au/primary/main.php>
<http://www.bullyingnoway.gov.au/>
<https://esafety.gov.au/?from=cybersmart>
<http://www.connectsafely.org/>
<http://www.buddyday.org.au/home>