

1. Rationale

Mazenod College seeks to provide the means by which the full potential of each of its students and that of the school community is realised and as such the College has an obligation to maintain a safe physical and emotional environment for staff and students. This responsibility is increasingly being linked to the use of the Internet and Information & Communication Technology, and a number of related Cybersafety issues. The Internet and ICT devices bring great benefits to the teaching and learning programmes, and to the effective operation of the school.

Mazenod College places a high priority on providing Internet facilities and ICT devices 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. The College aims, therefore, to maximise the benefits of these technologies, while at the same time to minimise the dangers and manage the risks.

In order for this policy to be accepted and embraced by the Mazenod College community, it is imperative that all members of our community provide input into its development. The policy will be, when in draft form, reviewed by a selection of parents and students. The policy will also be reviewed on a regular basis, with input from parents and students.

2. Definitions

Cyberbullying - "Cyberbullying is a way of delivering covert psychological bullying. It uses information and communication technologies to support deliberate, repeated and hostile behaviour, by an individual or group that is intended to harm others" (Belsey 2007).

3. Scope

This policy applies to all members of the Mazenod College Community.

4. Principles

- 4.1. Cyberbullying includes, but is not limited to, the following misuses of technology; harassing, teasing, intimidating, threatening, another person by sending or posting inappropriate messages, digital images or pictures or Web site postings (including blogs).
- 4.2. Mazenod College takes seriously its responsibility in providing robust policy, guidelines and education for students in relation to what is deemed acceptable and appropriate online behaviours. As a part of the College's policy on Cybersafety, social networking sites, such as Facebook, and games will be blocked from College laptops.

5. Procedures

- 5.1. Mazenod College will develop and maintain rigorous and effective Cybersafety practices which aim to maximise the benefits of the Internet and ICT devices to student learning and to the effective operation of the school, whilst minimising and managing risks.
- 5.2. These Cybersafety practices will aim to not only maintain a cyber safe school environment but also to address the need for 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.
- 5.3. Associated school issues the College will address include the need for relevant education about Cybersafety for our community, the need for ongoing funding for Cybersafety practices through inclusion in the annual budget, implications for the design and delivery of the curriculum, deployment of staff, professional development and training, disciplinary responses appropriate to breaches of Cybersafety, the availability of appropriate pastoral support, and potential employment issues. Cybersafety will become a key component of the curriculum at the College and lessons will be delivered at each Year level through the Pastoral Care program.
- 5.4. Teachers will be provided with the opportunity to participate in professional development to improve their knowledge and understanding of the issues and all Cybersafety initiatives will include the opportunity for parental education. Teaching resources will be provided to ensure that teachers have access to current and appropriate curriculum materials. All teachers however have a responsibility to ensure safe online practices within their class and take every opportunity to engage students in relevant dialogue about current Cybersafety issues.
- 5.5. The school name, motto, crest, logo and/or uniform must not be used in any way which would result in a negative impact for the school and its community. Students must not post photos of either themselves and/or other students which clearly identify them as members of the Mazenod College community, nor post photos taken during any school sanctioned activity. This includes off campus events such as sports days and camps. Members of the school community also have a responsibility to ensure that all online communications are in keeping with the College's expectations in relation to appropriate and respectful interactions with teaching and non-teaching staff. Students will not post inappropriate comments about individual staff members which, if said in person, would result in disciplinary action being taken.
- 5.6. Neither the school's network nor the broader Internet, whether accessed on or off campus, during or after school hours, via any application, may be used for any purpose other than that for 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.
- 5.7. 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) and intentionally excluding others from an online group all constitutes 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.

- 5.8. Students who feel they have been the victim 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 College Administration.
- 5.9. All reports of Cyberbullying and other technology misuses will be investigated fully and will result in a notification to the Police where the school is legally obligated to do so. Sanctions may include, but are not limited to, the loss of computer privileges, detention, suspension or expulsion from the school.
- 5.10. This policy and its procedures are to be read in conjunction with other relevant College policies.

6. Related Documents

Mazenod College: Use of ICT [Students] Policy

Mazenod College: Discipline Policy

7. Review History

Year	Reviewed by:	Amendments / Review
2014	CLT	Reformatting
2018	CLT	Reformatting