

MAHANA SCHOOL PROCEDURE

CYBERSAFETY

Rationale

- Mahana School will keep all staff and students safe when online.

Procedure

- Each year all students must read and sign a Cybersafety Use Agreement outlining the regulations and conditions under which communication technologies may be used while at school. The agreement must also be signed by a parent / caregiver of each student.
- All staff must sign a Cyber-safety Use Agreement. This Cyber-safety procedure applies to all employees of the Board (teaching, support and ancillary staff) and to all students.
- Students will be supervised while using school facilities; the degree and type of that supervision may vary, dependent on the type of technology concerned, where the equipment is physically situated and whether or not the activity is occurring in the classroom.
- The Principal will report to the Board on any breaches of this procedure.
- The Board maintains the right to check or have checked, school computers (owned or leased) for inappropriate or improper usage. Should any such "Objectionable" material as defined by the "Films, Videos & Publications act 1993" be found, the board will take appropriate action. Breaches will be taken seriously and be dealt with through the schools disciplinary and support systems. In such incidents, there will be special attention paid to the need for specific procedures as regards the gathering of evidence. If illegal material or activities are suspected, the matter will be reported to the Police or the Department of Internal Affairs Censorship Compliance.

Adopted: 01/11/06

Reviewed: 15/08/12