Pompallier Catholic School
Cyber safety Policy

Students will be guided and taught to use their school values: Love, Mercy, Truth, Integrity in their daily lives; in and out of school; to become contributing digital citizens in an ever changing world.

Rationale:

This policy is designed to meet the school's statutory obligations to maintain a safe learning environment and to consult with the community. As well, the Board is aware of its responsibilities to be a good employer. The overall goal is to maximize the educational benefits of communication technologies while minimizing the risks.

Use of the internet and other communication technologies at Pompallier Catholic School is to be limited to educational and personal usage appropriate in the school environment. Appropriate use also includes staff professional development.

'Other communication technologies' include the mobile phone and technologies associated with internet use e.g. digital camera and web cam. Included, too, are similar technologies still being developed.

The communication technologies at Pompallier Catholic School are available to staff and students under certain conditions, as outlined in their signed Use Agreements. The school will make basic training available for staff using these technologies. Associated professional development needs will be considered

Appropriate cyber safety measures will be put in place and enforced by the school. In order to ensure the safety of the school learning environment, action should be taken if these safety regulations are breached by students or staff.

This cyber safety Policy applies to all employees of the Board teaching, support and auxiliary staff and to all students. It also applies to teacher and other professional trainees assigned to the school from time to time, relief teachers, and staff and students in the Community Education programme and contractors on school premises.

The Principal will report regularly to the Board on the school implementation of this Board policy.

Guidelines:
1. All students must read and sign a Computing/Cyber safety Use Agreement outlining the regulations and conditions under which computers and communication technologies may be used while at school or in any way which affects the safety of the school learning environment. The agreement must also be signed by a parent/caregiver.

2. 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. Cell phones are not allowed at school. When necessary the schools land line can be used with teacher / administration permission.
3. All staff must sign a Cyber safety Use Agreement which includes details of their professional responsibilities and the limits to their own use of the Internet.
4. Educational material in cyber safety will be provided by management to staff and students, and to parents/caregivers. As well, additional safety education will be delivered, where relevant, through teaching programmes.
5. Basic training for staff will be made available by management, as will appropriate professional development.
6. The necessary procedures will be put into place by the school to address cyber safety issues in all venues where the Internet and other communication technologies are accessed by staff or students.
7. The school will provide an effective electronic security system, which is financially practical. The school will continue to refine methods to improve cyber safety.
8. The Principal will be responsible for the establishment and maintenance of a cyber safety programme in the school. (The Principal may well delegate that responsibility to a member of the Senior Management Team.)
9. The Board supports the right of the school to check communication technology-related work or data of staff or students at any time, and to carry out a comprehensive investigation of any breaches of the school's Cyber safety policies. Such breaches will be taken seriously and be dealt with through the school's 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.
10. The school will consult with the wider school community and provide opportunities to learn about cyber safety issues e.g through Parent Information Evenings.

Chairperson: …………………………….. Date: ……………………………

Date Reviewed: …………………………….