



Sathya Sai College

Character Development  *Academic Excellence*

~ Social Media Policy ~

Policy Objective

The purpose of this policy is to provide guidance about the use of social media to students, parents/carers of the Sathya Sai College community and their rights and responsibilities. All members of the Sathya Sai College community are expected to show courtesy and respect to others and should not use social media to abuse, harass or offend anyone. Social media should not be used to damage the reputation of the College.

Policy Statement

Social media refers to all social networking sites such as Facebook, Twitter, Blogs, YouTube, Tumblr, Instagram, Snapchat, TikTok and any new or upcoming social media accounts where the internet is used to connect socially.

It is acknowledged that social media is an important medium through which people connect with each other and the world. To promote the wellbeing and safety of all, students are reminded of their responsibility as ethical digital citizens to ensure they apply strong privacy settings, to use appropriate language and to be aware of their own and others' safety.

Social media should not be used by students in class unless directed to do so by a teacher for educational purposes nor should it be used at any other time during the school day. As members of the Sathya Sai College community, whether at home or at school, students are expected to adhere to this policy at all times.

Supporting Procedures

When using social media all students are expected to adhere to the following:

Do:

- When online, demonstrate a respect for the dignity of each person and the privacy of all members of the College community
- Behave in an ethical manner, ensuring all interactions are aligned with the College's five Human Values of Love, Truth, Peace, Right Conduct and Non-Violence
- Observe the relevant age limits for students using social media platforms
- Students must have the necessary parental permissions before they engage in the use of social media
- Use appropriate language at all times
- Only post images or content that the student would be prepared to make public
- Only accept friends or followers that the student knows well enough to speak to
- Remember that information (text, video, images, audio) uploaded to the Internet can be altered and manipulated by others
- Keep your personal information secure as nothing is private on the Internet

Do Not:

- Impersonate or falsely represent another person
- Share your account details or password with anyone
- Have any private information publicly visible
- Divulge any personal information, images, audio or video material that identifies you, or you in a school context, over the Internet

- Use social media to bully, harass, abuse, threaten or intimidate others
- Make defamatory comments or say anything that is misleading, malicious or untrue
- Use obscene or offensive language towards others
- Post content that is pornographic or incites violence against others
- Harm the reputation of the College and those within its community – students, teachers, parents/carers, community members, the College itself
- Post any images about the College or its Staff
- Post anonymous messages
- Use any digital or analogue device (for example webcams, digital cameras, video cameras, computer input devices, media players/ recorders or mobile phones) to record others or to publish these recordings publicly or to post them to any Internet site without their knowledge and the written permission of the College and those appearing in the recording.

There may be consequences if a student does not follow the College's protocols with regard to social media usage. Any breach of the policy will be dealt with by the Principal or delegate on a case by case basis.

Consequences include but are not limited to:

- Reflection time with Well-being Coordinator
- Loss of computer privileges
- A compulsory education session on privacy settings and appropriate social media usage
- Suspension or expulsion from the College

Parents/carers will be informed of any reported/ identified social media misconduct by a student and the matter will be investigated according to procedural fairness.

All reports of cyberbullying and other technology misuses will be investigated fully and may result in notification to the Police where the College is legally obliged to do so.