

Title	Social Media Policy
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1 Purpose

Communicare is committed to ensuring the safety of all children and young people involved in their services. This policy sets out the Academy's expectations for the use of social media by students in two areas to ensure their safety. Firstly, for educational purposes in the classroom where the use of ICT and social media are included in the curriculum. Secondly, for personal use purposes where they can be identified as Academy students or have an impact on other students, or staff, at the Academy. See section 5 – Definitions for the definition of Social Media as it relates to this policy.

2 Scope

This policy applies to the students of Communicare Academy and their parents/guardians. Employees of the Academy are covered under the Staff Code of Conduct in relation to social media use.

3 Policy

3.1 Policy Principles

Social media allows for the easy sharing and re-purposing of information, expanding the tools for education and research training available to the Academy's students. Social media has become an important tool for student engagement and learning.

Given the public and external nature of social media, it is important that students who use social media understand the Academy's expectations. Students should be aware that the same standards that apply for interacting within and outside the Academy community in real life also apply online. The same respect, courtesy, and professionalism expected in real life interactions should be displayed online. Likewise, the consequences that apply to a breach of Academy rules by students apply to breaches of rules for online conduct.

3.2 Using Social Media at school

When using social media for educational purposes students must:

- Only disclose and discuss information about Communicare Academy or its activities that is not confidential and is publicly available.
- Take reasonable steps to ensure that content published is accurate and not misleading.
- Ensure that the use, including content published, complies with all relevant rules of the Academy.
- When making a statement on a matter of public interest, expressly state that the views expressed are those of the student and not those of the Academy.
- Be respectful and courteous in communications.
- Adhere to the Terms of Use of the relevant social media provider.
- Comply with the law, including laws about copyright, privacy, defamation, contempt of court, discrimination and harassment.

- Obtain a release form when using images or video of other students.
- Not publish content that harms other students.
- Not make any comment or post that is racist, sexist, harassment, obscene, or defamatory.

3.3 Using Social Media outside of school

When using social media outside of school students will:

- Engage with other students and the school community in a positive way. Cyberbullying, threatening comments, or harassment can jeopardize their place at the school.
- Ensure any comments or posts about the school or other students are not harmful.

3.4 Breach

A student who does not comply with the expectations of Communicare Academy as set out within this policy, may face disciplinary action under the Behaviour Support Policy. In serious cases this can result in exclusion from the Academy.

Any person concerned that the conduct of a student using social media that contravenes this policy may report their concern to the school. Reports will be reviewed to determine whether the matter requires investigation or action under the appropriate Academy rules (as per the definition above) and/or a response on behalf of Communicare Academy.

Reported concerns may be matters appropriately dealt with under the Academy rules for an alleged breach of student discipline, or the overarching Communicare Inc. policy and procedures.

Where required by the Academy, a student is expected to remove, or cooperate with all attempts to remove any comment, post, or other online content where the Academy forms the view that it is in breach of this policy or other Academy policies. A student who fails to act on such a requirement will be in breach of this policy and may require further action, either disciplinary or referral to the police.

Concerns regarding social media use by students may be more appropriately managed by police when they occur outside of school hours or during school holidays. Parents/guardians are encouraged to take an active role in managing their child's use of social media as in some instances the school cannot act on issues that occur via social media.

Parents/guardians are encouraged to obtain evidence, such as screenshots, where possible as this will assist the school and/or police in investigating the matter.

3.5 Provision of Social Media

3.5.1 Social Media provided by the Academy: Conditions of Use

Communicare Academy provides students with access to Academy Information and Communication Technology (ICT) facilities and connections. This technology is always to be used under the guidance of a teacher or other staff member and in accordance with Academy policies for educational purposes.

3.5.2 Social Media in Education and Research

Students who are using social media in their learning and research do so with the encouragement of Academy teaching staff, to experience new technology in innovative ways to enhance student learning and engagement. Any such use must also comply with these procedures and with those named in the foregoing section.

3.5.3 Personal Use of Social Media

Personal use of social media by a student, in a way that does not associate the user with Communicare Academy and is therefore not "identifiable personal use" as defined above, is not covered by this policy.

However, the Academy will respond where a student makes identifiable personal use of social media that has the potential to impact on another student at the Academy or the Academy's reputation and other interests, directly or indirectly.

Accordingly, students who engage in "identifiable personal use" on any social media are required to be aware of, and comply with, this policy.

3.6 Criminal Offences

3.6.1 Sexting

"Sexting" or sending "sex messages" is where nude, sexual or indecent images are taken on a mobile phone or computer, often by young people and their friends.

Sexting is a crime if the image includes a person who is or appears to be under 18. It can be a type of child pornography and is a serious criminal offence.

It is also an offence to:

- Transmit the image
- Store the image on your computer or phone.

3.6.2 Sexting and young people

Sexting is leading to young people being charged by police with child pornography offences. Academy students are encouraged to think carefully about the consequences of this behaviour and opportunities will be offered through the curriculum to address this.

Students engaging in this behaviour could end up being charged with a criminal offence should the matter require reporting to the police.

3.6.3 Publishing or transmitting child pornography

Students could be charged with publishing or transmitting child pornography if they:

- Put a pornographic or indecent photo or video of someone under 18 on the internet or their phone
- Print or save a pornographic or indecent photo or video of someone under 18
- Email or text pornographic photo or video of someone under 18 to a friend
- Stream or publish footage of sexual activity involving someone under 18.

These behaviours are pornography crimes even if the sexual activity is otherwise legal. Students could be charged even if they are the same age or younger than the person in the picture or video.

3.6.4 Producing child pornography

Students could be charged with producing child pornography if they take:

- A nude or semi-nude picture of a person under 18, even if they are your friend and agree to the picture being taken

- Photos or video of a person under 18 involved in sexual activity or posing in an indecent sexual manner (or who looks like they are)

You could be charged even if you are in a legal sexual relationship with that person.

3.6.5 Cyberbullying

Cyberbullying is illegal and charges can be laid by the police. It can take place on social media sites such as Facebook, Twitter, and YouTube. Cyber-bullying can also take place through mobile phone SMS, or via email. Bullying behaviour is defined as behaviour which is hurtful, embarrasses, threatens or intimidates, targets a certain person or group of people, and happens more than once. The effects of cyber-bullying can have devastating consequences especially for children who experience it from their peers. It can cause fear, embarrassment, poor performance at school, loss of confidence, revenge cyber-bullying, self-harm, and even suicide.

In Western Australia cyberbullying offences are governed by the *Criminal Code Act Compilation 1913*. If the behaviour involves using the internet or a phone in a threatening, harassing or offensive way then charges can be laid. If a threat is made to hurt someone additional charges can be laid which can result in jail time. If someone logs into someone else's account without permission, they can be charged with unauthorised access which also can include a jail time penalty. Encouraging suicide or self-harm is also a crime with serious penalties.

4 Responsibilities

Parents/Guardians	<ul style="list-style-type: none"> • Monitoring their child's use of social media outside of school. • Reporting criminal acts to the police and the school when they occur. • Ensuring their child complies with the Social Media and Mobile Phone policies.
Principal	<ul style="list-style-type: none"> • Ensure implementation and oversee compliance with this policy and associated procedures. • Ensuring access to appropriate education on safe use of social media and cyberbullying.
Staff	<ul style="list-style-type: none"> • Compliance with this policy and monitoring of social media and ICT use in class.
Students	<ul style="list-style-type: none"> • Compliance with this policy and the Mobile Phone policy. • Using ICT and social media in a responsible and safe manner.

5 Abbreviations, Acronyms and Definitions

Social Media	<p>Online media designed to allow information to be shared, disseminated, and created using highly accessible and scalable publishing techniques. Social media services include, but are not limited to:</p> <ul style="list-style-type: none"> • Social and professional networking sites (e.g. Facebook, LinkedIn, Twitter, Instagram, Snapchat, TikTok etc) including official and unofficial pages on social and professional networking sites that are set up by individual groups, clubs, and societies • Geo-spatial tagging sites (e.g. FourSquare) • Blogs, including corporate blogs and personal blogs • Micro-blogging sites (e.g. Twitter) • Video and photo sharing sites (e.g. Instagram, YouTube) • Blogs hosted by media outlets • Wikis and online collaborations • Forums, discussion boards, and groups • Vodcasting and podcasting sites
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	<ul style="list-style-type: none"> Online multiplayer gaming platforms Instant messaging (e.g. Facebook Messenger, Instagram messenger) <p>This policy also covers future social media systems, and access to social media by any means including via computer, tablet, mobile phone, handheld, or wearable device.</p>
Bullying	<p>Bullying is an ongoing or repeated misuse of power in relationships, with the intention to cause deliberate psychological or physical harm to someone. Bullying behaviours can be verbal, physical or social. Bullying can happen anywhere – at home, online, with friends, in a group, on the bus, or at school.</p>
Cyberbullying	<p>Using technology to hurt someone else by sending hurtful messages, pictures or comments.</p>

6 Related Documents/Legislation

	Criminal Code 1995 (Commonwealth)
	Criminal Code Compilation Act 1913 (WA)
	Defamation Act 2005
	Enhancing Online Safety Act 2015 (Commonwealth)
	Equal Opportunity Act 1984 (WA)
	Racial Discrimination Act 1975 (Commonwealth)
	Restraining Orders Act 1997 (WA)
	Sex Discrimination Act 1984 (Commonwealth)
CA-POL-0006	Student Behaviour Support Policy
CA-POL-0032	Mobile Phone Policy
FCS-POL-0001	Keeping Children and Young People Safe Policy

7 Document Governance

Prepared by:	Rebecca Morse	Head of Teaching	02/02/2022
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