
Carmel College Operational Policy 13: Online Safety

Special Character statement

Our college is the Catholic Church in action, an authentic expression of the Church's mission. Therefore, our role as a Catholic college, is, above all, to be a place where every member of this learning community can encounter the living God and our focus is on helping to form Christ in the lives of others. We do this through the Catholic and Mercy traditions.

Outcome statement

Carmel College is committed to creating a safe online learning environment, and to the development of our students into capable digital citizens. The Board recognises that its obligations under the National Administration Guidelines (NAG 5) extend to use of the internet and related technologies.

Technology provides significant benefits to learning and school operations. The Board considers the benefits and risks associated with technology use when making any decisions related to the purchase or use of technology.

Carmel College seeks to foster a culture of successful digital citizenship in our students, staff and our wider community. We encourage everyone to take responsibility for themselves and others in their use of digital technology and online environments.

The Board is aware that preparing and supporting our students to use digital technology and online environments effectively and safely is an important part of their preparation for participating and contributing in our digital society.

In preparing our students to actively participate in the world in which they live, it is clear that their ability to participate as confident and competent digital citizens is a key skill. An important part of learning the skills, knowledge, and values that are needed, is being given the chance to experience both the opportunities and the challenges presented by technology. Importantly, to do so in a safe, secure and nurturing environment, where clear, effective guidance can be sought.

Scoping

Carmel College will develop and maintain procedures around the safe and responsible use of the digital technologies, school's network and systems, and the internet. These online safety procedures will recognise the value of the technology and encourage its use in teaching and learning contexts whilst minimising and managing the challenges that may be experienced by students, teachers and the wider school community.

The school will consult with parents and the wider school community, as to how it intends to use digital technologies and online environments, and where possible explain how it benefits the teaching and learning process.

These procedures will aim to not only maintain a safer school environment but also aim to address the need of students and other members of the school community for opportunities to receive and participate in education and support around the safe and responsible use of digital technologies and online environments.

Delegations

The Board delegates the responsibility for the implementation of this policy and associated procedures to the principal.

Expectations and limitations

The Board expects the principal to:

1. Ensure that appropriate procedures and processes are in place to maintain the integrity and security of the college's IT network.
2. That all users of the college's IT network and related technologies are provided with the information to enable them to use it appropriately and safely.

Procedures/supporting documentation

1. 13OpProd01 - Student and Staff Guide for the Safe Use of Digital Technology
2. Student Responsible User Agreement
3. Staff Responsible User Agreement

Monitoring

The Board will receive an annual assurance report from the Principal on the IT network.

Legislative compliance

1. Crimes Act 1961
2. Harmful Digital Communications Act 2015
3. The Education Act 1989
4. The Education Council Rules 2016

Date reviewed:	May, 2021	Next Review:	May, 2024
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