

## ACCEPTABLE USE OF TECHNOLOGY IN BOARDING POLICY



ST. BRIGID'S  
COLLEGE

### POLICY

The School encourages the use of technology to facilitate communication between boarding students and their family and friends. The School notes the potential social benefits of technology use but is also aware of the downsides and potential for mis-use. Boarders are advised on positive ways of using technology and must avoid inappropriate use. They are required to use these technologies in accordance with the rules outlined in the Acceptable Use of Technology in Boarding Policy.

## PROCEDURE FOR IMPLEMENT THE ACCEPTABLE USE OF TECHNOLOGY IN BOARDING POLICY

### PERMITTED USES

Boarding students have access to their mobile devices as well as use of computers in the day school. Each Boarding House has hours of which boarders must hand in their mobile devices to be stored in the office, this is to limit use of such devices through the night.

### PROHIBITED USES

School computers and personal mobile devices including ipads and lap tops must not knowingly be used to:

- Send or receive material that is, or may be interpreted to be, obscene, derogatory, defamatory, harassing, threatening, vilifying, racist, sexist, sexually explicit, pornographic, or otherwise offensive or excessively personal
- Send or receive material which harasses or promotes hatred or discrimination against any person or group of people
- Send or receive material relating to the manufacture, use, sale or purchase of illegal drugs or dangerous materials or to any other illegal activity
- Perform any activity using an anonymous or misleading identity
- Engage in any other illegal or inappropriate activity

In addition, the following rules apply to mobile devices for communicating:

- No student may photograph or film other individuals without their consent
- No student may record a person's voice without their consent

## INAPPROPRIATE MESSAGES

Any boarder may be liable for what he/she says in an email, text message, or IMS. These messages are neither private nor secret and may easily be copied, forwarded, saved, intercepted, and archived and may be subject to discovery in litigation. A comment made in these forms may be very easily spread to a potentially wide audience whom the original sender may never have intended to read his/her comment.

## SOCIAL MEDIA

Information boarders provide and statements they make on social media sites may impact on them and have significant consequences. Once information is published online, it is essentially part of a permanent record, even if one attempts to 'remove/delete' it or attempt to make it anonymous.

All boarders are responsible for their words and actions. It is their responsibility to ensure that posts are appropriate. Judgement and common sense should be exercised at all times and if there is any doubt, do not post.

Boarders are not permitted to:

- Post photos of staff or parents on social networking sites without their permission. Permission of the person should always be obtained before posting a photograph on a social media site. Photos which may cause embarrassment or hurt should never be posted to a social media site.
- Use the School's logo (or boarding house logo) or create a School branded account for personal use which could be interpreted as representing the School.
- Contribute anything which could bring you, staff, other students or the School into disrepute – eg an offensive blog or photo.
- Invite staff members to join your personal social media site.
- Engage in discrimination, harassment or bullying of other students, staff or parents.
- Engage in any conduct that would not be acceptable in School.

Name of Student \_\_\_\_\_

Signature of Parents /Guardians \_\_\_\_\_

Signature of Students \_\_\_\_\_

Date \_\_\_\_\_