



Caritas College
Port Augusta

Social Media Policy

Caritas College School Board

Rationale for Social Media Policy

The purpose of this policy is to articulate the policy position of Caritas College, Port Augusta in relation to social media.

This policy applies to all staff and persons at Caritas College, Port Augusta. It also applies to contractors, people on work experience, trainees and volunteers to the school.

Through the use of social media Caritas College is committed to:

- the ethical use of digital communications in building respectful relationships that uphold the dignity and worth of each person
- building the school's learning community
- the development of a positive digital footprint
- the development of the strong positioning of Caritas College in the wider community and in the field of education
- communicating responsibly, safely and respectfully

Definitions

Social media is an interactive digital platform for learning and communicating within and between communities and individuals. An online community enables a group of digital users with a shared interest to create, share or consume online content. Social media allows for local and global connections that are immediate, generally open to all and easy to use.

Digital communications and e.communications refers to all forms of online postings and interactions.

Ethical usage of digital communications relates to moral principles in accordance with the standards and practices and appropriate conduct for those working in any capacity representing Caritas College. This current policy is informed by the SACCS Responsible Usage of Information Communication Technology Policy ethical perspectives.

The Role of the School Board is to:

- Be informed of all SA Commission for Catholic Schools Policy in relation to Social Media
- Monitor the implementation and review of the Caritas College Social Media Policy
- Promote parent and community partnerships that support the Social Media Policy.

The Role of the Principal is to:

- Promote and implement the Social Media Policy
- Ensure effective management of social media resources
- Provide adequate opportunities for professional learning and training, covering the general use of social media across learning areas, effective pedagogies, and familiarisation with emerging technologies
- Plan strategically for sustainable financial management for ongoing maintenance and technological advancement
- Have overall management of social media platforms used throughout the College

The Role of Parents is to:

- Encourage learning through the appropriate use of social media
- Be attentive to the content that they and their children are generating, sharing or drawing to the attention of others
- Encourage their children to balance the use of social media and to develop skills to contribute to their own safety and wellbeing
- Support staff in the implementation of the College's Acceptable User Agreement.

The Role of Staff members is to:

- Access appropriate training and professional learning in using social media
- Incorporate ICT as a general capability across all learning areas
- Encourage appropriate use of social media that contributes to safety and wellbeing
- Ensure equitable access for students to social media at school
- Implement the Social Media Policy and Acceptable User Agreement.

The Role of Students is to:

- Be aware of and follow the Social Media Policy
- Implement the Social Media Policy and Procedures
- Use College resources for purposeful learning
- Respect the use of Caritas College approved social media platforms and maintain a safe learning environment for others

Particular responsibilities:

Responsibility for tasks associated with social media implementation include:

- Submit content—staff members
- Author content—teachers; Communications Officer
- Edit content—member of the Leadership team, Communications Officer, web support staff
- Approve content—member of the Leadership team
- Post content—members of the Leadership team, Communications Officer and web support staff
- Respond to comments/remove content—members of the Leadership team, Communications Officer

Supporting procedures or policy support documents (Links)

Child Protection Policy

<https://www.legislation.sa.gov.au/lz/c/a/childrens%20protection%20act%201993.aspx>.

Keeping Safe Child Protection Curriculum Framework

<https://www.decd.sa.gov.au/teaching/curriculum-and-teaching/keeping-safe-child-protection-curriculum>

Protective Practices

https://online.cesa.catholic.edu.au/docushare/dsweb/Get/Document-26057/20150527_EMAIL+att+Brochure_3801+DECD+Protective+practices+for+staff_Parent+brochure_WEB.pdf

CESA Staff Code of Conduct

https://online.cesa.catholic.edu.au/docushare/dsweb/Get/Document-23311/20141027_Code+of+Conduct_CT.pdf

SACCS Policies

<http://caa.wt2.com.au/sites/CatholicEducationOfficesSA/about-us/saccs-policies-procedures-a-d>.

SACCS ICT Policy

<http://caa.wt2.com.au/sites/CatholicEducationOfficesSA/media/files/5259.pdf>

SACCS Social Media Policy

<https://online.cesa.catholic.edu.au/docushare/dsweb/Get/Document-27684/Social+Media+Policy.pdf>

Caritas College Behaviour Education Policy

http://www.cc.catholic.edu.au/_files/f/3056/behaviour%20education%20policy%202013.pdf

Caritas College Anti Bullying Policy

http://www.cc.catholic.edu.au/_files/f/3922/Anti%20Bullying%20Policy%202014.pdf

Caritas College Information & Communications Technology (ICT) Policy

http://www.cc.catholic.edu.au/_files/f/2055/Information_Communications_Technology_Policy.pdf

Caritas College Student Acceptable User Agreement

http://www.cc.catholic.edu.au/_files/f/5680/ICT%20Student%20User%20Agreement.pdf

Implementation date: November 2016

Review date: 2019

Reviewed date: November 2016



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