

Te Rangihakahaka

Centre for Science & Technology

CYBER SAFETY POLICY TIKANGA HANGARAU

TE RANGIHAKAHAKA - CENTRE FOR SCIENCE & TECHNOLOGY

Drafted by:	Approved by Board and Whānau on:
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PURPOSE | TŪĀPAPA

Te Rangihakahaka Centre for Science and Technology understands that the wellbeing and safety of our tamariki, whānau, staff and manuhiri is paramount. To this end we have a Cyber Safety Policy in place that will guide and assist us in maintaining that wellbeing and safety in that space.

PRINCIPLES | NGĀ POUTĀUHU

As a STEAM centre we must have access to the World Wide Web. We need to be able to research and interact, on a daily basis, with the internet and all those involved in it. We need access to help with;

- becoming more effective and safe users of the Internet
- extending our awareness and knowledge of the Internet
- becoming motivated, responsible, independent users of the Internet
- understanding the usefulness of the internet as a teaching tool

To this end we must also be mindful of the extent of objectionable information that is also available. Our Centre, through its interactions with and use of the internet, will educate and protect tamariki, staff and whānau as much as is reasonably possible through filtering software and continue to refine methods of improving safety on the internet.

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**CYBER SAFETY POLICY
TIKANGA HANGARAU**

PROCEDURES | TĀHUHU – NGĀ POUPOU

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PROCEDURES | TĀHUHU – NGĀ POUPOU

All Staff, Whānau, Volunteers, Board and members of the community that are associated with Te Rangihakahaka Centre for Science and Technology are responsible for being familiar with and abiding by, this policy.

Cyber Safety at TRCST means the following;

- being aware of what 'objectional' material is
- knowing what to do if you encounter objectional material
- understanding the reasons why there are restrictions in place around access to the internet
- awareness of ICT as being a tool/resource to assist in the learning and not becoming reliant on it
- actively monitoring tamariki when using the internet
- not using ICT as a treat or bribe
- minimising the risk of objectionable responses

RESPONSIBILITIES | NGĀ HEKE

The Tumuaki is responsible for;

- promoting the vision and objectives of TRCST through ICT
- ensuring all filtering and protective software is up to date and effective for the needs of the centre
- educating manuhiri and whānau about the importance of cyber safety and the restrictions in place at TRCST
- modelling Cyber Safe practices

The Staff are responsible for;

- actively monitoring tamariki use of the internet

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- responding appropriately to any issues raised by tamariki when using ICT
- planning programmes that include ICT use but not relying solely on it
- modelling Cyber Safe practices

The Tamariki are responsible for;

- actively monitoring their peers use of the internet
- reporting any issues with material directly to staff
- helping each other to use ICT safely and carefully

If a tamaiti accidentally accesses inappropriate material, they will:

- Not show others
- Turn off the screen or minimise the window and
- Report the incident to a teacher immediately.

APPENDICES | KŌWHAIWHAI – TŪRAPA

Appendix 1 - Definitions

Objectional Material

“Material that deals with matters such as sex, cruelty, or violence in such a manner that it is likely to be injurious to the good of tamariki or incompatible with this centres environment”.

This is intended to be inclusive of the definition used in the Films, Videos and Publications Classification Act 1993.

ICT

“Includes but is not limited to, computers (such as desktops, laptops, PDAs), storage devices (such as USB and flash memory devices, CDs, DVDs, floppy disks, iPods, MP3 players), cameras (such as video, digital, webcams), all types of mobile phones, gaming consoles, video and audio players/receivers (such as portable CD and DVD players), and any other, similar, technologies as they come into use”.

MĀRAMATANGA

A tamaiti is better able to learn, be curious and take full advantage of their time at our centre if they are supported in learning how to keep safe when using the Internet. TRCST understands the enormity of the virtual world and although daunting, with adult support and guidance, a tamaiti can safely navigate themselves through it to their advantage.