



THE HUTCHINS SCHOOL

# Student Social Media Policy

<b>Relevant legislation</b>	Privacy Act 1988 (Commonwealth) Work Health & Safety Act 2012 Anti-Discrimination Laws (Commonwealth) Anti-Discrimination Act 1998
<b>Commencement date</b>	01 October 2020
<b>Last review date</b>	01 October 2020

## What is the purpose of this policy?

This policy is designed to set the standards of behaviour for the use of social media by students at The Hutchins School. These standards are consistent with our values, mission, aims and expectations. We encourage you, as a student, to engage with social media responsibly, particularly where it adds value to your learning.

This policy sits beneath the [Social Media Policy](#), and is subject to it.

## Does it apply to me?

This policy applies to anyone who is a student at the School and governs any social media use that has a clear connection to it.

## Okay. So what do I need to know?

Most importantly, you need to know what your responsibility is toward the School. The intent of this policy is to keep you safe from the potential consequences of using social media in a negative way. While this policy is about social media, the principles and values in it have a clear application to everything that you do online, both here at Hutchins, and at home.

What you might not expect or consider is that it is also important that you understand what the responsibilities of your teachers, and other Hutchins staff are, too.

## What are my teachers' responsibilities?

Staff are not permitted to post images/video/audio of you, or any other student of the School, on personal or business social media accounts. Such media may only be distributed through the School's own social media accounts and networks.

<b>Created by:</b> Policy & Compliance Manager	<b>Document version:</b> 2.0
<b>Online location:</b> <a href="https://myhutchinstasedu.sharepoint.com/sites/PolicyCompliance">https://myhutchinstasedu.sharepoint.com/sites/PolicyCompliance</a>	<b>Next review date:</b> 01 October 2023
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Staff are not permitted to 'friend', connect with, message or 'follow' you on any social media platform. Communication between staff and students in school-administered groups is allowed, subject to the guidelines contained in the broader [Social Media Policy](#).

Staff are permitted to 'friend', contact, message and 'follow' you if you are a member of their family, but are encouraged to ensure that all school-related communication occurs within official channels.

Staff are permitted to 'friend', contact, message and 'follow' you (at their discretion) after you graduate from the School, provided that you are over the age of 18.

### What are my responsibilities?

Your use of social media is subject to the guidelines listed below, and to the usage agreement that you see every time you log on to a computer at Hutchins.

While a student at Hutchins, you are not permitted to 'friend', connect with, message or 'follow' staff or teachers, unless that staff member is also a member of your family.

When using social media that has a clear and evident link to the School, you are expected to ensure that:

- your use of social media is responsible, ethical and lawful; consistent with our vision and mission;
- your online behaviour reflects the same standards of respect and consideration that a reasonable person uses when communicating face-to-face;
- all content that you post or publish is accurate;
- you respect the rights, privacy and confidentiality of others; and
- you ensure that brands, trademarks, copyright information and images are respected. You may not reuse or reformat images and video from the School's website without permission.

When using personal social media, you must ensure that you do not:

- disclose any confidential or staff-access-only information or images that are the intellectual property of the School;
- bully, intimidate, abuse, harass or threaten others;
- make defamatory comments;
- use obscene or offensive language towards others;
- impersonate or falsely represent another person;
- post or publish content that is threatening, hateful, sexually explicit, pornographic, or incites violence against others; or
- harm the reputation of the School in the community.

If you violate these principles, you may be required to face disciplinary action.

### What happens if I don't follow this policy?

Breaches and grievances regarding social media use will be thoroughly investigated and may result in disciplinary action. Social media activity found in breach of these standards will be reviewed on a case-by-case basis. Cases will be assessed based upon the severity of the breach, and/or if the rights of another student, staff or community member are compromised. Disciplinary action will be at the School's discretion.

### What if someone else posts content that breaches this policy, or that concerns me?

If you are made aware of social media content that is in breach of these standards, we encourage you to email the School's Communications team at [communications@hutchins.tas.edu.au](mailto:communications@hutchins.tas.edu.au). If you feel concerned or aggrieved by online content or behaviour, School counsellors are available to assist and support you.

### For more information:

Further policies and procedures are available at <http://www.hutchins.tas.edu.au/policies>. Please refer to these documents.