NYANGATJATJARA ABORIGINAL CORPORATION
(trading as Nyangatjatjara College)
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ICT AND SOCIAL MEDIA POLICY

Status: Version 1	Supersedes: First version
Authorised by: Board Chair	Date of Authorisation: October 2026

Statement
All students and employees at Nyangatjatjara College have the right and responsibility to use ICT services as essential teaching, learning, communication and administration tools. The College expects technology to be used safely, lawfully, respectfully and ethically, in a way that supports student learning, wellbeing, child safety, privacy and the effective operation of the College.

This policy applies to the management and use of all ICT services, as defined below, including College-owned, leased, managed and approved third-party systems, platforms, devices, and networks used for college purposes.
This policy applies on college premises, during college activities such as excursions, camps and extra-curricular programs, and whenever Nyangatjatjara College ICT services are accessed or used. The College may restrict, suspend or withdraw access to ICT services where this policy or related requirements are not met, subject to procedural fairness and the College's student behaviour management, staff conduct and child safety processes.
Employees and students should note that breaches of this policy may result in disciplinary action and, where relevant, referral to external authorities, including law enforcement or the eSafety Commissioner.

Purpose
The purpose of this policy is to set out the requirements for the safe, responsible and appropriate use of information, communication and technology services and social media by students, employees, contractors and other authorised users at Nyangatjatjara College.

Scope
This policy applies to students and employees, including full-time, part-time, permanent, fixed-term and casual employees, as well as contractors, consultants, volunteers, visiting service providers, and people undertaking work experience or vocational placements.

References
- *Australian Education Act 2013 (Cth) and applicable regulations*
- Privacy Act 1988 (Cth)
- Online Safety Act 2021 (Cth)
- Nyangatjatjara College Child Safety and Wellbeing Policy
- Nyangatjatjara College Code of Conduct
- Nyangatjatjara College Privacy Policy
- Nyangatjatjara College Digital Technologies Agreement / Acceptable Use Agreement

Definitions
ICT – means information, communication, and technology.
ICT services – includes but is not limited to ICT networks, systems, facilities and devices, as defined below and includes those owned, leased or otherwise used by the school.
ICT facilities and devices – includes but is not limited to computers (including desktops, laptops, netbooks, palm and handheld devices, PDAs, tablets, eBook readers and related devices such as monitors, keyboards and mice), telephones (including mobiles, iPhones and smart phones), removable media (such as USBs, DVDs, Blu-

rays and CDs), radios or other high frequency communication devices (including microphones), television sets, digital or analogue players and records (including DVD, Blu-Ray and video), cameras, photocopiers, facsimile machines, printers (and other imaging equipment such as scanners), Smartboards, projectors and screens, teleconferencing devices.
ICT network and systems – electronic networks, internet, email, web mail, social media, fee-based web services, software, servers, electronic subscriptions, teleconference services
Personal electronic devices – includes all types of mobile and smart phones, laptops, tablets, cameras and video recorders, hand-held game devices, music devices, USBs, PDAs, eBook readers, other palm and handheld devices and other equipment, as determined by the school, and owned by students.

Policy

School Responsibilities

Nyangatjatjara College acknowledges its responsibility to:

- develop and implement this Policy to ensure the full utilisation of ICT and
- social media services as essential teaching, learning and business tools within acceptable use parameters;
- communicate this Policy to students, parents and employees;
- keep appropriate records, monitor and report on any issues related to inappropriate ICT and social media services;
- encourage students, parents, and employees to contribute to a healthy school culture.

Employee Responsibilities

At Nyangatjatjara College employees have a responsibility to:

- uphold the College's Policy on this issue via their own safe, lawful and ethical use of ICT and social media services;
- promote positive online relationships that respect individual differences in the school community;
- acknowledge their responsibility as role models of positive and respectful online behaviours;
- take reasonable steps to prevent and appropriately respond to any instances of inappropriate use by students of ICT and social media services.

Student Responsibilities

At Nyangatjatjara College students have a responsibility to:

- not post personal information (such as name, birth date, address, telephone number, current location or school) about yourself or another member of the school community;
- not post inappropriate or unauthorised photos or videos of yourself or another member of the school community;
- not post personal communications in someone else's name (for example, by setting up a Facebook account in the name of a staff member or another student);
- respect the privacy of the school employees. Don't add school staff members as friends or contacts on social media sites such as Facebook;
- not upload pictures of others to social media without their permission;
- uphold the College's Policy on this issue by ensuring the appropriate use of ICT and social media services via safe, lawful and ethical behaviour;
- report any breaches of this Policy to their teacher

Implementation Guidelines

- All children and staff at our school will have access to the internet;
- We will help children to develop the skills necessary to filter, analyse, interpret and evaluate online content;
- The principal will liaise with employees and technical support technicians to ensure all devices are running to a good standard with web filters at settings that are appropriate for the users' age levels;
- The school undertakes to ensure that information published on the Internet by children or the school meets legal requirements and standards of best practice within the community in relation to safety and decency
- Student's access to online social environments will be supervised and moderated by a teacher;
- All students shall be made aware of their responsibility for notifying their teacher of any inappropriate

material so that access can be blocked;
- All employees shall be made aware of their responsibility to evaluate material and programs used in learning programs, prior to their use, to ensure they do not expose students to inappropriate content;
- The school's educational program will include regular lessons with strategies to enable children to keep themselves safe online, understand online etiquette and what to do if they experience cyberbullying;
- Privacy of students, parents, employees, and other users will be recognized and respected at all times. Information will be sought from families to determine which mediums they are willing to allow their child's image to be used;
- When it is necessary to identify students, only their first name will be used;
- Nyangatjatjara College does not condone the use of violence for the purposes of entertainment in online material, games or social environments.

Reporting ITC and social media services misuse
Schools have a responsibility to inform staff, students, and families about the actions that should be taken in response to the misuse of ICT and social media services.

Review

- **Review Date:** Annually
- **Next Review:** 2027
- **Policy Owner:** Nyangatjatjara College Aboriginal Corporation

Version	Date	Author	Changes made
1	September 2026	School Leadership	First version