



# Liberman Kindergarten

## **CYBER SAFETY POLICY**

### **Rationale:**

The Liberman Kindergarten promotes a safe learning environment that protects the welfare of our children. We aim to provide a community setting where parents and caregivers are welcomed and encouraged to participate.

We support the celebration of children's development, including memory keepsakes such as videos and photographs at celebrations and community events and understand that families may want to share these amongst family and friends via social media.

We understand that many families access social media and therefore Liberman Kindergarten has created a Facebook Page to support connections.

### **Links to Quality Standards:**

2.2.1 At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard

2.2.3 Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect

7.1.2 Systems are in place to manage risk and enable the effective management and operation of a quality service

### **However:**

We want to ensure that the welfare of our children is protected at all times and consequently have developed the following guidelines for all members of our kindergarten community to follow.

### **Parents will:**

- only distribute or upload the images/ recordings of their own child to internet social networking such as Facebook, Instagram, email, mobile phone, YouTube etc.
- seek explicit permission from other children's families if they want to use their child's images/recordings (even if the parents know each other)

Reviewed April 2020

To be reviewed April 2022

- not publicly share photographs from their child's profile folder containing images of other children
- not share online postings of upcoming events such as a Kindergarten excursion, that identifies the date, time or location

**Educators will:**

- review the Cyber Safety Policy at least every 2 years
- fulfill their responsibilities to protect the safety and privacy of individuals following Department for Education guidelines
- ensure the confidential and safe keeping of child records following Department for Education Media Policies
- ensure children only use the internet for learning related activities under the close supervision of an educator

**The director will:**

- approve the posting of any information to Internet web pages, news groups, web-based forums
- ensure private information is not accessible on any publicly available web page. This includes the requirement that images should never full names identifying children in images.
- gain written permission from parents before publishing video, photographs, comments or work samples of a child
- report to SAPOL any incident suspected to be an e-crime
- ensure that a developmentally appropriate child protection curriculum is made available to every learner
- take on the responsibility of making parents aware of the policy, by distributing it to new and existing families via the newsletter, parent information board and site website
- comply with DfE IT security requirements
- maintain a DfE approved internet filtering system

Reviewed April 2020

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## **Glossary of Terms**

Internet Social Networking: refers to the many varied ways people communicate via the internet. It may include (but not be limited to) Facebook, email, mobile phones, Instagram, YouTube  
ICT: abbreviated term for Information Communication Technology

Cyber Safety: refers to the safe use of the Internet and ICT equipment, including mobile phones

Child: denotes all learners enrolled at the Liberman Kindergarten –

Parent: used throughout this document refers to natural parents, legal guardians and caregivers

Child Protection Curriculum: refers to 'Keeping Safe: Child Protection Curriculum' for South Australian schools and preschools

## **References**

Cyber safety: Keeping Children Safe in a Connected World (Department for Education and Child Development)

Cyber Safety Policy (Manor Farm Kindergarten)