



## **Towheed Iranian School (TIS)**

**Dubai - U.A.E**

**Cyber policy**

**2015-2016**

**“You have the right to be protected from being hurt and mistreated, in body and mind.”**

**UN Convention on the Rights of the Child. (Article 19)**

### **Introduction**

Towheed Iranian School (TIS) embraced modern technology to enjoy the educational benefits it brings. However, there is a potential for cyber bullying, unsafe networking or many forms of gadget using. This includes misuse of Medias and social Medias, which spills over into the student’s school life and affects their education.

### **Purpose**

At Towheed Iranian school (TIS) we are committed to providing a caring, friendly and safe environment for all our pupils, so they can learn in a relaxed and secure atmosphere, without the fear of being bullied. Bullying of any kind is unacceptable.

## Definition of Cyber-Bullying

Cyber –bullying is an aggressive, intentional act carried out by a group or individual using electronic forms of contact repeatedly, sometimes anonymously, against a victim who cannot easily defend himself/ herself. By cyber-bullying, we mean bullying by electronic media:

- Bullying by text or messages or calls on mobile phones
- The use of mobile phone cameras to cause distress, fear or humiliation
- Posting threatening, abusive, defamatory or humiliating material on websites, including blogs, personal websites and social networking sites
- Using emails to send harmful messages.
- Hijacking/cloning email accounts
- Making threatening, abusive, defamatory or humiliating remarks in chat rooms

## Roles and Responsibility

Towheed Iranian School (TIS) is committed to educating the students in both the proper use of electrical communication devices and about the serious consequences of cyber bullying. Through ICT lessons and assemblies students will continue to be informed and educated about the dangers of cyber bullying and about safe internet practices. Under the UN Convention on the Rights of the Child all students have a responsibility to ensure the safety of themselves and others and the right to feel safe in their school environment. The school will support the students in its 'OK to tell' atmosphere.

## Internet Safety

The school endeavors to block access to inappropriate sites. Regular reviews by the ICT communication staff regarding the security arrangements are in place.

## Media safety

The teachers are not allowed to display irritated school Medias in class without replaying, and being aware of its contents. They are supposed to use only the resources which are approved by the academic supervisors.

Students are not allowed to play any Medias without permission.

## Social Media Safety

It is prohibited to visit/browse any social networking websites and weblogs at school without the school authorities, permission.

This is to prevent any possible cyber bullying that might happen.

## Mobile Safety

Using mobiles, smart watches, gadgets, tablets and any kind of smart devices without permission is not allowed in Towheed Iranian School. If a student has their phone out in school time without permission or supervision of the adults, staff can give them warning, followed by notification to the consultants and parents. The frequent violation of the school cyber policies will affect the student's re-enrollment.

## Staff Guidelines:

Any staff member may be the first point of contact for a student or parent so it is important that all staffs are aware of how to respond and the initial actions to take. If any misconduct happens related to the above mentioned policies, the following will be enforced:

- The mobile and other device has to be shown to the responsible staff.
- everything on the screen relating to inappropriateness of text messages, Images – include dates, times and names noted clearly.
- Student to be sent to the school consultant.
- All the concerned consultants will be informed and deal with the matter accordingly. The TIS anti bullying policy will be strictly followed.
- Ensure that the student knows what they can do to protect themselves from cyber bullying.
- The student will be offered counseling support; the situation will be closely monitored by nominated member of staff.
- Parents will be contacted and informed about this situation. This is to ensure that the parents are aware of what they can do to protect their child.

ALL information and interviews to be recorded and kept in student's record

REVIEW DATE Oct 2015