

Appendix 1: Unacceptable online activity

The table is not an exhaustive list of all possible online activities or events that may occur in the digital space. It is not intended to be a checklist of unacceptable activities. It is intended to provide a high-level overview of unacceptable activities that may occur in the digital space.

The activities listed below are those that have been identified as unacceptable by the police. Under the Cybercrime Act 2015, the Australian Government has a duty to prevent young people from becoming involved in cybercrime and to take action to prevent such activities in the digital space. [See](#)

Unacceptable Activity	Acceptable or not and only at certain times	Unacceptable	Unacceptable and illegal
Activities that are illegal under the Cybercrime Act 2015			
Activities that involve the use of a computer to access or interfere with a computer system or network			
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Pornography		X	
Promotion of any kind of discrimination			X
Threatening behaviour, including promotion of physical or mental harm			X
Promotion of extremism or terrorism			X
Any other information which may be offensive to colleagues or breaches the integrity of the ethos of the school or brings the school into disrepute		X	
Using systems, applications, websites or other mechanisms that bypass the filtering or other safeguards employed by the school		X	
Revealing or publicising confidential or proprietary information (e.g. financial/personal information, databases, computer/network access codes and passwords)		X	
Unfair usage (downloading/uploading large files that hinders others' usage)		X	
Using school systems to run a private business		X	
Infringing copyright			X
Online gaming (educational)	X		
Online gaming (non-educational)		X	
Online gambling		X	
Online shopping/commerce	X		
File sharing	X		
Use of social media	X		
Use of messaging apps	X		
Use of video broadcasting e.g. YouTube	X		

Appendix 2: Policy Breach Investigation Log

School:	
Date:	
Details of first reviewing person (inc. role)	
Details of second reviewing person (inc. role)	
Reason for investigation (inc. pupils/staff involved)	
Name and location of computer used for review	
Log of websites visited/activity undertaken during review	
Outcomes of review process Action taken/proposed	

1. Pre-Prep Agreement

Think before you click

S 

I will only use the Internet and email with an adult.

A 

I will only click on icons and links when I know they are safe.

F 

I will only send friendly and polite messages.

E 

If I see something I don't like on a screen, I will always tell an adult.

My Name:

My Signature:

2. Prep Agreement



WE USE THE INTERNET FOR:

- Playing games
- Doing homework or research
- Listening to music
- Talking to friends and relatives on Skype
- Watching YouTube
- Downloading TV programmes
- Shopping

WHAT DO YOU DO IF YOU SEE SOMEONE BEING BULLIED ONLINE?

- Take time out before getting involved and don't share or like negative comments.
- Ask an adult, friend or charity such as ChildLine that you can trust for advice.
- Use the report button on the social media platform it's happening on.
- Give the person being bullied a supportive message to let them know they are not alone.
- Encourage them to talk to someone they can trust.
- Give the person being bullied a positive distraction from the situation.

INTERNET SAFETY RULES

I will be internet :

SHARP

by using my first name or initials and not full names for online quizzes and games suggested by my teacher

by not giving my home address or telephone number to anyone over the internet

ALERT

by being suspicious of unexpected contacts and messages and only

downloading material approved by my teacher

by not arranging to meet anyone contacted over the internet

by not searching for inappropriate material on the internet

SECURE

by using a secure password with upper case, numbers and special characters and logging out of devices after I have used them

by only using the internet for activities and work assigned by a teacher

by only downloading apps / material that have been approved by my teacher or parent

by respecting the privacy of others and not publishing their names, addresses, phone numbers or photographs

KIND

by only sending polite and positive messages online - I will not send unsuitable messages or pictures

by only making contact through chat with friends, classmates and teachers and not deleting other pupils from group chats without their permission

BRAVE

by reporting any unpleasant material or messages sent to me - I understand that this will help to protect other pupils and myself

WHAT DO I DO IF I AM BEING

BULLIED ONLINE?

- Understand that it's not my fault.
- Speak to a trusted adult (parent or teacher).
- Block the individual and report bullying to the platform (see the NSPCC website for advice).
- Call Childline if you want to speak to an independent person (counsellor).



www.childline.org.uk