



E – LEARNING POLICY

1. Cyber Bullying

Cyber bullying is defined as bullying by the use of email, mobile phones and text messages, instant messaging, personal websites and / or chat rooms. Cyber bullying is when a person is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another person using the internet, interactive and digital technologies or mobile phones. Any cyber bullying, either during school time or any other time and / or place, is **strictly forbidden** and will be dealt with in a **very serious** manner. Depending on the extent of the matter, the school reserves the right to immediately hand over the case to the **authorities for investigation and prosecution**.

Cyber bullying could consist of, but is not limited to, the following:

- Repeated e-mails or IM's sent;
- Following the person around online, into chat rooms, favorite websites etc.;
- Building fake profiles, web sites or posing as someone else;
- Planting statements to provoke third party statements or harassment;
- Signing someone up for porn sites, emailing lists, junk mail etc.;
- Breaking into another person's account online;
- Stealing or otherwise accessing their passwords;
- Posting images of another person without their consent;
- Posting real or photoshopped sexual images of another person online;
- Sharing personal information about a person;
- Sharing intimate information about a person (sexual, special problems etc.);
- Sharing contact information about a person coupled with sexual solicitation (eg "for a good time, call..." or "I am interested in [fill in blank space] sex...");
- Encouraging that others share their top ten "hit lists" or ugly lists, or slut lists online;
- Posting and encouraging others to post nasty comments on a person's page;
- Hacking someone's computer and sending someone malicious codes;
- Sending threats to others directly, or sending threats to others posing as someone else;
- Copying others in on someone's private email;
- Posting bad reviews or feedback on someone without cause;
- Registering a person's name and setting up a bash web site or profile;
- Posting rude or provocative comments while posing as someone else;
- Sending spam or malware to others posing as someone else;
- Breaking the rules of a web site or service posing as someone else;
- Setting up a vote for site ("hot or not") designed to embarrass or humiliate someone;

- Posting someone's text-messaging address or cell phone number online to encourage abuse and increase that person's text-messaging or cell phone charges;
- Sending jokes about someone to others or to mailing lists.

2. Mobile phones

The school would prefer learners **not to have mobile phones in their possession** while they are at school or in school uniform for the following reasons:

- Theft is a persistent problem;
- Students are careless with their phones and leave them lying around. Lost and mislaid phones are frequently claimed to be stolen when it is not the case;
- Mobile phones can be used to cheat in tests and examinations. For this reason, no mobile phones are permitted in examination venues or in teaching venues when tests and examinations are written. The same applies to externally set national examinations.
- Mobile phones are increasingly multi-functional with features to attract and entertain users. Learners access and use these features in the classroom and they become distracted from their school work;
- Mobile phones allow learners unlimited access to salacious and age-inappropriate material;
- Mobile phones make learners vulnerable to approaches by undesirable individuals or groups including criminals and pedophiles;
- Mobile phones may carry personal and private material, including photographs, video clips, voice messages and personal details which may become accessible by undesirable individuals or groups when phones are borrowed, stolen or lost.

The school will not take responsibility for the theft or loss of any mobile phone brought to school, no matter what the circumstances. This includes the loss of mobile phones that may have been handed in to teachers and / or coaches for safekeeping, as well as mobile phones confiscated from learners who use them in defiance of school rules.

Learners who, despite the school's policy, insist on bringing a mobile phone to school, are required to ensure that it is:

- Turned **OFF, NOT on silent**, and is not visible while they are in the school building;
- Not on their person when they are writing any test and not in the examination venue when they are writing exams.

If a learner is found to be in contravention of these rules, the learner's phone will be confiscated for safe keeping. A **fine of R100** is payable for release of the phone.

The school will not, in principle, under any circumstances engage parents in discussions resulting from complaints parents have received from their children by mobile phone during the day.