

DPS STS CYBERBULLYING POLICY

DPS STS School respects the right of its students to use social media and networking sites, but personal use of these sites must not damage another child's integrity or the School's Reputation. It should be understood that what is private in the digital world has the possibility of becoming public, even without their knowledge or consent. Therefore, the School strongly encourages that care and good judgment be exercised when posting content and information on such sites, to avoid disciplinary action. A serious threat in today's modern era is cyberbullying. We are proud to have a wonderful set of students with us and the vast majority of our pupils are affectionate, well behaved and disciplined. However, there is a certain small percentage of children who invariably and unknowingly might indulge in bullying, using profane language and thereby disrupt the harmonious atmosphere in school, which is the right of all pupils and teachers since they need to work in a calm, safe environment.

What constitutes Cyberbullying?

Cyberbullying may take place through any of the following electronic media:

- a. Mobile phones, Laptops, other computer devices
- b. Instant Messenger and Voice over Internet Protocols.
- c. Chat rooms, Google Classrooms and message boards.
- d. Email.
- e. Webcam.
- f. Social networking sites like Facebook, Instagram, FaceTime, Snapchat, etc.
- g. Gaming sites, consoles and virtual worlds.
- h. Blogs and Wikis.

Cyberbullying will include the following:

- a. Hate sites
- b. Building websites/ blogs/ groups that are dedicated to making fun out of someone.
- c. Encouraging other people to join the bullying by publishing someone's details or linking to their social network page.
- d. Posting cruel and/ or abusive comments about someone.
- e. Sending humiliating and abusive video, photographic or text images/messages.
- f. Making silent or abusive phone calls.

- g. Spreading false rumours about someone.
- h. Hacking into someone's account.
- i. Sending hacking programs to another person.
- j. Unauthorized interference with a computer device.
- k. Abusing personal information on Social Media
- l. Transmitting personal photos, videos or emails
- m. Posting abusive messages on profiles
- n. Adding rude comments to a picture that has been uploaded
- o. Posting a video or photo that makes fun of someone
- p. Setting up fake profiles to tease others or to get them into trouble
- q. Posting blogs where others could see them without the owner of the blog's permission.

The school reserves the right to intervene in cases of cyberbullying

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- a. When they happen during school hours or after school hours but pertain to a student/teacher/staff of the school.
 - b. When students commute to and from school during physical school.
 - c. During school trips/tours where students are representatives of their school.

Investigating Procedure

- 1) If a student receives an abusive e-mail or text (or any other form of unacceptable electronic communication), he/she should report the matter to the Section Head as soon as possible. A copy of the e-mail with full headers, plus dates and times should be saved wherever possible.
- 2) Depending on the nature of the allegation, the case will be addressed initially by the Section Head. Help will be sought from personnel of the IT Department in the matter if needed.
- 3) For more serious allegations, the incident will be referred to the Discipline Committee headed by the Principal; also the parents of the concerned students will be informed. In extreme cases, the Police or other external agencies could be informed.
- 4) Students involved will be given a hearing to establish appropriate sanctions. Parents of students will be notified of the outcome.

Sanctions

- 1) Minor acts of cyberbullying will merit up to three days of internal suspension. In addition, student/s will attend four sessions of counselling with the School Counselor.
- 2) External suspension of up to a month will be awarded depending on the severity of the offence. The severity of the offence will be determined not only by the nature of the offence but also by the impact on the victimized student.
- 3) Expulsion of student/s could take place in very serious offences and merit intervention by the police or other external agencies.
- 4) The school will conduct sensitization programmes as a preventive measure.

Apart from the items mentioned above, any other act of indiscipline, inappropriate behaviour, misconduct or any action which reflects negatively on the reputation of the School by any student during his or her term at the School, will be investigated by the appropriate authority at the School and post such investigation, adequate steps will be taken to handle such incidents or act of indiscipline including any necessary punishments. Parents and students must be aware of School policy and procedures concerning acceptable and unacceptable behaviour in our School and they have the responsibility of creating a positive environment in the School.

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SCHOOL
DHAKA