



## Policy

Teachers are required to adhere to the BC Teaching Standards as published by the BC Teacher Regulation Branch, specifically “Educators act with integrity, maintaining the dignity and credibility of the profession. They understand that their individual conduct contributes to the perception of the profession in its entirety. Educators are accountable for their conduct while on duty, as well as off duty, their conduct influences the education system. Educators understand the education system in BC and the law as it relates to their duties”.

At all times employees are subject to the CISPG Catholicity clause in their contracts, including their use of social media.

*“The issues are not principally technological...It is important to know how to dialogue and, with discernment, to use modern technologies and social networks in such a way as to reveal a presence that listens, converses, and encourages.”*

*~ Pope Francis*

## Procedure

1. As role models for students and a representative of the CISPG and the school, you must ensure that your use of social networking, even on your personal time, does not reflect negatively on your professional reputation or that of the CISPG or which are contrary to the teachings of the Catholic faith.
2. Use only school-sanctioned sites and tools or other school-approved means of communicating online with students and parents.
3. Online communications should reflect the principles of honesty, respect, responsibility, and consideration of others
4. Respect the law in relation to your online communications. Protect the confidentiality of information regarding students and their families. Ensure compliance with copyright requirements. Do not make comments online which are defamatory or disrespectful.
5. Remember that what you post may be viewed and archived permanently online.
6. Monitor all content you or others post to your personal social media accounts to ensure that it is consistent with your role in the CISPG and professional standards. Remove any material which is inappropriate or contrary to this policy.
7. Online activities must not interfere with the performance of your job.
8. Do not disclose confidential or personal information about students or their families in online communications. Do not post photographs or videos of students without the written permission of the parent/guardian.

9. Do not accept ‘friend’ requests from current or former minor students (person under the age of 19 years) as on social networking sites. A student minor who is a family member may be accepted as a ‘friend’ if you inform them of your responsibility as an employee of the CISPG.
10. Do not exchange personal phone numbers, email addresses, or photographs with students, except if the students are your own relatives.
11. Ask friends not to tag you in any photos or videos without your permission and remove anything that is not appropriate to your role in the CISPG.

**CONTRAVENTIONS OF THIS POLICY MAY RESULT IN DISCIPLINE,  
UP TO AND INCLUDING DISMISSAL.**

<b>References:</b>	<b>Date:</b> August 2023
	<b>Revisions:</b>