



ATIKE AKEL SECONDARY SCHOOL

e-SAFETY POLICY

As Atike Akel Secondary School, it is the 21st century. While we use all kinds of technology to acquire century skills and raise students who are ready for the requirements of the age, we also bear the responsibility of preparing a safe environment for our students. As the use of the Internet increases, we recognize the need to provide a safe environment for our students, the types and frequency of risks, and the need to look for solutions to mitigate them or find even safer environments. With this awareness, we carry out various studies to raise awareness of our students, teachers, parents and employees about the risks encountered in the online environment.

Many of the risks posed by the internet can be mitigated if young people protect their right to privacy of personal data online. They need to be trained to be less willing to have their personal information exposed online and know how to manage their privacy. This type of education is especially important in schools from a young age.

Due to the generational gap between parents and their children, there is a possibility of misunderstanding that can prevent them from trusting each other and thus lead to effective containment of online risk. Therefore, communication between young people and adults should be encouraged; Engaging in dialogue about cybersecurity can help alleviate the gap and improve security measures. Such dialogues can also encourage teens to educate their parents about the resources and websites that are online, Teens and adults often have different interpretations of online victimization. Adults tend to correct some actions in some way, while teens may explain the same examples as a normal activity among their peers. Our school establishes policies to facilitate the creation of a school-wide bullying prevention program.

Successful and effective programs work to promote anti-bullying strategies at all levels in the school, from individual students and classrooms to anti-bullying teams that unite educators and students. One of the risks faced by teens online is cyberbullying or online victimization. That is, bullying or harassment using electronic forms of communication. Some examples of cyberbullying are clearly identifiable, while others are unexplained. There may be cases where the language and tactics used by cyberword to intimidate its victim are clear signs of a criminal offense, while in some cases it is simply due to the bad behavior of a person. Cyberbullying often requires repetition of the act. There is a clear lack of agreement on the dissemination of cyberbullying, especially compared to traditional bullying, and this affects the statistics on its prevalence. One way to address cyberbullying on the internet is to use the connection between school bullying and cyberbullying. School bullying is an

attempt to improve the relationships and attitudes that young people have and towards each other, Such initiatives are considered as potentially effective prevention measures to counter offline bullying, and they can also be useful in countering online bullying.

DECISIONS MADE ABOUT OUR e-SAFETY CURRICULUM

1. To add achievements related to safe internet use in Information Technologies and Software Course and free activity courses and guidance courses,

- It should be ensured that it is properly taught in related courses such as Turkish, Folk Culture, Science, Social Sciences, etc.

- It should be ensured that the issues related to the conscious use of the internet are determined by our school's Information Technologies course teacher Fatma ŞAHAN KİSİTK and placed in the curriculum in cooperation with other groups.

2. It has been decided to organize the necessary fixed boards and to add appropriate content to the web page in order to develop the knowledge, skills and attitudes of children about conscious and safe internet use.

- There is a secure (Fatih Project) internet network in our school.

- In our school, electromagnetic pollution and internet security are given importance.

e-SAFETY MEASURES FOR CHILDREN AND ADOLESCENTS

1. To continue to raise awareness of children and adolescents for the family to provide controlled, limited and purposeful use,

2. To carry out projects to promote and disseminate packages related to the safe use of the Internet,

3. Continue to provide guidance to parents and parents to encourage limited internet use at home,

4. Prioritizing this issue in lessons in order to develop applications for usage awareness,

5. To raise awareness of parents about the ways of supervision and technological opportunities and to develop and disseminate the necessary practices. It has been decided to provide information through various sources.

USE OF MOBILE PHONES or RECORDERS

1. Teachers and auxiliary services staff cannot use mobile phones in the presence of students.

2. Students are obliged to deliver their mobile phones to the vice principal's room at the entrance and in a closed manner to be picked up after school, provided that they explain the reasons for bringing them to the school. It is forbidden for any student in the classroom to have a mobile phone and therefore to use it.

3. The mobile phone of the student who violates the prohibition of having a mobile phone in the classroom environment and in the school building is turned off and taken away by the school

administration. Necessary warnings are given to the student. The parent is contacted. The student is informed that he has violated the rules. The parent is called to the school and delivered.

4. It is forbidden for the student to connect to the school's wired or wireless network connection from interactive boards or any information device without the knowledge of the teachers within the school. Warnings are issued to students who are found to be in violation of this prohibition. If the student repeats the behavior, the violation sanctions specified in the 1st warning are applied to the student.

5. Within the boundaries of the school and classroom, the mobile phone can only be used by the student during the course activities, under the control of the teacher and as a lesson tool. Uses other than those for this purpose are not permitted.

6. It is not allowed to learn the student's mobile phone number by anyone other than those authorized by the student's parents.

7. Every year, parents are informed about the use of mobile phones in meetings held by classroom teachers at the beginning of the academic year.

8. At the teachers' general assembly, which is held three times a year (at the beginning, middle and end of education), discussions are held with teachers for the purpose of evaluating school safety and therefore mobile phone policy.

9. Photographs and videos cannot be taken within the boundaries of the school and school garden by persons other than those assigned by the school administration and at times other than the activities and programs that the parents of the students want to know. This prohibition also applies if a student wants to take photos and videos of another student.

10. Photographs and videos taken by the persons assigned by the school administration can only be published on the official website of the School upon the request and knowledge of the relevant student and the student's parents. It is done by taking care that the student's face is not clearly visible in the photos posted on the school website. Photos and videos of the student of the parent who reports their special situation and requests that the student's photo not be published in any way are not published.

11. Measures are taken to ensure that students who are not approved by their parents to take and publish photos and video images do not experience psychological pressure during the shooting.

12. Pictures and videos published by school officials do not include students' personal information.

SECURITY MEASURES FOR SCHOOL STAFF

1. Discretion and professional conduct are required when using school systems and devices. To provide all members of the staff, professionally and personally, with up-to-date and appropriate staff training on safe and responsible Internet use, on a regular (at least annual) basis, in various ways,

2. All employees will be aware that their online behaviour can affect their role and reputation in the school. Notification that legal, disciplinary or legal measures may be taken if it is thought that

something has put the profession or institution in a dangerous situation or that has lost confidence in its professional abilities.

3. Schoolstaff should check useful online tools that students should use according to their age and ability. They should make sure that the smart boards in the classrooms do not stay on during breaks. It recognises that parents/carers have an important role to play in enabling children to become reliable and responsible users of the internet and digital technology.

4. In addition, relevant links have been shared on the school website for staff, parents, teachers and students to review the contents of the sites with the following web addresses. It has been decided that the videos on the sites will be watched by the students in the Information Technologies and Software course and other appropriate lesson times, and that the examples of the presentations and content watched by the students will be shared in class groups via the WhatsApp application in order to increase the awareness of the parents. In order to increase the awareness of the privacy of personal data and Internet usage in our school, boards have been prepared with students and school staff. It has been decided that the boards will remain fixed in places where students, parents, teachers and staff can see them. It has been decided to organize activities within the scope of Safe Internet Day in our school. It has been decided to share various content throughout the week on the school web page and school class WhatsApp groups.

Secure Internet Center (gim.org.tr)

Safe Web (guvenliweb.org.tr) – awareness portal for online safety issues.

Safe Kids (guvenlicocuk.org.tr) – Games and entertainment portal for children under 13 years old.

KDK Children's website(<http://www.kdkcocuk.gov.tr/>)

Personal Data Protection Authority (kvk.gov.tr)

Whistleblower Web (ihbarweb.org.tr) – hotline for illegal content.

Internet BTK (internet.btk.gov.tr) – Awareness portal on Internet and IT law.

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