Australian Hindu Association

Social Media Policy and Procedures

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Audio-Visual Materials in Schools

Social Media Policy and Procedures

Context

Use of social media is increasingly part of everyday online activities. This policy should be read and interpreted in conjunction with:

- Teacher Authorisation Processes – Code of Conduct
- Privacy and Personal Information Protection Act 1998

Legislative Provisions

Privacy and Personal Information Protection Act 1998
http://www.ipc.nsw.gov.au/ppip-act

Policy Statement

The Social Media Policy provides guidance and support to all staff as they engage in social media.

SRE teachers are supported in social media online applications such as social networking sites, wikis, blogs, microblogs, video and audio sharing sites and message boards that allow people to easily publish, share and discuss content. Social media provides an opportunity to:

- Engage and interact with our various audience
- Promote staff expertise

The following five standards apply to teachers work use and personal use of social media at any time. Teachers should:

- Always follow relevant organisational policies including the Teacher Authorisation Process -Code of Conduct
- Not act unlawfully (such as breaching copyright) when using social media
- Make sure that personal online activities do not interfere with the performance of the job
- Be clear that personal views do not necessarily reflect the views of this organisation
- Not disclose confidential information obtained through work

Audio-visual Materials in Schools

1. Classification of films and computer games

The National Classification Scheme provides advice on the classification of films, computer games and television material. When selecting audio-visual material, ensure that the classification of the material is appropriate.

In general, films and computer games are classified as G, PG, M and MA 15+. Films may also be classified R 18+ or X 18+. G, PG and M are **advisory classifications** recommending the appropriate audience. MA 15+, R 18+ and X 18+ are **legally restricted classifications**.

Details of the classifications can be found on the *Commonwealth's Classification website.*

Classification systems for television are similar to those used in the National Classification System and include C, P, G, PG, M, MA 15+, AV 15+and details are available from the *Commercial Television Industry Code of Practice.*

2. Classification of television material (other than films)

The *Broadcasting Services Act 1992*provides the framework legislation for television and radio broadcasts. While films that may appear on television are generally covered under the *National Classification Board guidelines*, television programs are classified using Television Classification Guidelines, included in the *Commercial Television Industry Code of Practice* coordinated by the *Australian Communications and Media Authority (ACMA).*

3. Legislative Provisions

Australian Communications and Media Authority (ACMA).
http://www.acma.gov.au/

Broadcasting Services Act 1992
http://www.austlii.edu.au/au/legis/cth/consol_act/bsa1992214/

Classification (Publications, Films and Computer Games) Enforcement Act 1995
http://www.legislation.nsw.gov.au

Commercial Television Industry Code of Practice
http://www.freetv.com.au/content_common/pg-code-of-practice.seo

Commonwealth's Classification website
http://www.legislation.nsw.gov.au

National Classification Board guidelines
http://www.classification.gov.au/Guidelines/Pages/Guidelines.aspx

4. Directions for Use

a) All audio-visual materials and computer games must be previewed by teachers prior to use with students. The reviewer should give particular consideration to the suitability of the material in the educational context and the age and maturity of the intended audience.

   Consumer advice found adjacent to classification marking may assist organisations when previewing materials. Organisations should also be sensitive to cultural protocols that may be relevant to certain members of intended audiences when previewing materials.

b) The use of classified films, programs and computer games in schools requires the approval of the approved provider or delegate. The approved provider/delegate or an executive member of staff may approve the use of **C**, **P**, **G**, and **PG** material but must not delegate approval relating to use of **M** and **MA 15+** material.

c) Material classified **G** is classified for general viewing. There may be some material in this category that is of no interest to students.

d) Material classified **PG** should only be used with students after careful consideration by teaching staff given that material in this classification might upset, frighten or confuse some students and an adult may be required to provide guidance to students. Staff may wish to inform parents in advance of the presentation of this material to allow parents the opportunity to withdraw their child from the viewing.

e) Material classified **M** should only be considered for students who are **15 years and over**. Material in this classification may contain themes and scenes which require a mature perspective. The material should have particular relevance to the course of study and should only be considered when other related resource material is limited.

   Decisions about whether the use of M classified films, television materials and computer games in the school will be approved must be made by the approved provider or delegate.

   Parents are to be informed in advance of presentation so that they have the opportunity to withdraw their child from the viewing.

f) **Material classified MA 15+** should only be considered for students who are **15 years and over**. This classification is legally restricted. The material should have particular relevance to the relevant lesson plan and should only be considered when other related resource material is unavailable.

   Decisions about whether the use of MA 15+ classified films, television materials and computer games in the school will be approved, must be made by the approved provider or delegate.

Parents are to be informed in writing in advance of presentation of the content and classification of the material. Parents' written approval will be required for their child's participation in viewing this material.

g) Regardless of the students' ages, films classified **R 18+ and X 18+** must not be shown to school students under any circumstances.

Approved providers must ensure that no breaches of copyright eventuate in screening any material considered suitable following review within the conditions outlined above. Films may be played for educational instruction by way of an exemption in copyright law provided the audience is limited to persons who are receiving the educational instruction or are otherwise directly connected with the place where the instruction is given.