

E-SECURITY POLICY OF OUR SCHOOL

In our generation, when information and communication technologies are rapidly developing and changing, the internet has now become an indispensable part of daily life. Children and young people in particular have started to spend most of their time online. In order to be safe in the digital world, they need to use information communication tools and digital technologies safely.

The internet certainly has many advantages, such as the access to limitless information, easier communication, and online shopping. Services such as e-government and banking, which make our lives easier and saves time with online applications, can be used. In addition to its benefits, it also holds many dangers such as child abuse, fraud, obscenity, cyberbullying, gambling and malware. Through social networking sites, there are dangers such as sharing threatening or insulting content, spreading images without permission, and attempting to hack somebody else's account. Our youth today also come across many forms of cyber bullying, such as the sharing of abusive messages through the use of fake accounts, message attacks made by people you know or complete strangers, the attempt to access personal data on computers and mobile devices through malware, and then sharing these files with third parties or making private data public.

Many teenagers hesitate to share their cyberbullying experiences or traumas with their families. In order to minimise these grievances encountered in virtual platforms, parents and students need to raise awareness. Training in this area can minimise the grievances that will be encountered in the future; young people need to be trained to be less willing to share their personal information, especially on virtual platforms, and know how to protect their privacy. Other measures to help prevent cyberbullying should include the use of filters, firewall technologies, and companies that provide internet access to provide safer online environments for their users.

From an early age, students should be educated on these issues in schools. There needs to be more awareness of the importance of their family support if they experience victimisation in a virtual environment. The virtual environment, which is the most important tool of information, communication, having a social network, will be an indispensable part of every area of our lives in the world of tomorrow. Consequently, there needs to be a growing awareness surrounding the use and dangers of the internet. The benefits that the internet provides us with are part of our modern and globalised culture, and we must not let our many technological advances backfire on the safety of young people themselves.

In line with all these points, in our school policy, we take rational precautions and apply them firmly to protect our students from the dangers and harms of the internet world. Our school policy is as follows:

ABOUT OUR E-SECURITY CURRICULUM

- * A secure internet network is available via ICTA to ensure effective and safe usage of technology in the process of conducting the Fatih Project and maintaining it.
- * Our interactive whiteboards can be turned on with teacher passwords only.

- * E safety has great importance in the studies of our advisory teachers.
- * Electromagnetic pollution and internet security are given importance in schools belong to Ministry of National Education.
- * Seminars are held to develop knowledge, skills and attitudes about conscious and safe internet use in children.
- * Cyberbullying is also mentioned in Health Psychology courses in terms of neglect and abuse.
- Because of the application of Online education in all courses, e-security issues are addressed in all our courses.
- * Internet security has a great importance in all educational institutions within the Ministry of National Education.
- * Our school counselling service provides trainings on “peer bullying, symptoms and measures to be taken”

CELL PHONE USE

*At the parent-teacher association meetings held at the beginning of each academic year,decisions are made about whether or not students bring a mobile phone to the school,and these decisions are followed throughout the year.

*Students who have to bring their mobile phones to the school for any reason are obliged to hand over their mobile phones to the place indicated by the school administration and to the relevant officer,in a closed form to receive them after the school.It is forbidden for any student to have and use a mobile phone in the classroom.Withinthe boundaries of the school and the classroom,the mobile phone can be used by the student only as a teaching tool under the control of the teacher during the course activities.Uses other than this situation are not allowed.

*The mobile phone number of the student or parent is not shared with third parties.

*Parents are informed about the correct and safe use of mobile phones.

*If the student who does not deliver her mobile phone but is determined to use a mobile phone during the class and whose parent is warned continues the same mistake,the cell phone is kept for 1 day and delivered to her parent.

*Students are informed about the beneficial and harmful aspects of using mobile phones.They are informed about the threats posed by games, internet environment and photo/video shooting.

*Teachers are informed about the issues that need to be considered regarding the use of mobile phones.

*Within the boundaries of the school, students are prohibited from accessing the password of the school internet network and accessing the wi-fi connection password. The cell phone of the student who is found to have violated this prohibition is taken by the school administration and delivered to her family.

*In the board meetings held at the beginning, middle and end of each academic year, in order to ensure e-security and school security, an evaluation is made with teachers regarding the mobile phone usage policy.

TAKING AND PUBLISHING PHOTOS OR VIDEOS AT OUR SCHOOL

*In accordance with the circular numbered 2017/12 of the Ministry of National Education, sound recording, photo shooting and video recording cannot be made in the school. The teacher cannot take a photograph of the students, and the student is prohibited from taking another student's photograph. When necessary, written information is provided and/or the face of the student is filtered so that the identity cannot be understood.

*It is forbidden to take videos or photographs without permission in our school garden, classrooms, corridors and canteen, except for the students assigned to various programs and activities organized by the school.

*Photographs or videos taken by the person assigned by the school administration can be published on the official web address of the school and on the social media accounts of the school with the written permission of the parents of students who have photos or videos. Photographs or videos of the student whose parent does not give permission cannot be published.

*In the videos obtained from collective activities, measures such as filtering or taking permission are applied to prevent the student's identity from being understood. The images obtained are shared through official or reliable channels.

*A questionnaire about e-security is applied to the students of our school at the beginning of each academic year and the results are evaluated by the counselors. Personal information of the students whose photographs and videos are posted is never included. All e-security measures are taken in video conferences.

*It is ensured that the cameras of the students are kept closed and personal information is not shared in online course applications.

E - SECURITY MEASURES FOR ADOLESCENTS IN OUR SCHOOL

We try to fill our students' time with useful activities by doing many social projects and activities that they will actively participate in.

We organize seminars to raise parents' awareness of ways to control the internet, safe internet use, technological developments, to develop and popularize the necessary applications.

School staff, students and their families are given seminars on conscious internet use and media literacy.

In our lessons, the subject of e-security is taught by associating it with the subjects in the curriculum.

Our school counsellors give seminars to parents and students about media literacy and safe internet use 1 time a year.

A secure internet network has been provided by BTK, in order to provide effective and secure technology at the stage of carrying out and maintaining the Fatih Project.

Electromagnetic pollution and internet security are given importance in schools connected to the MEB.

Education is conducted on the conscious use of the internet for the families of our students and the limitation of their children's use of the internet.

The safe use of the internet is also the policy of our state. Türk Telekom offers a secure internet package for this purpose.

At the school - Family Association and parent meetings held during the academic year, parents are informed about the limitation of our students ' mobile phone and internet use and the use of mobile phones in school.

Internet Day is celebrated annually.

Training is provided on recognizing labels and warnings in digital games.

The students are informed about social media users' rights and responsibilities.

The students and parents are informed about social media addiction.

E - SECURITY MEASURES FOR SCHOOL STAFF IN OUR SCHOOL

In our school, trainings are given to school staff by Information Technology teachers.

E-security activities include all school staff along with students. School staff are also invited to all trainings given.

Our school is a member of the e-Safety school network. Safe internet Day is celebrated every year in our school. During the week, seminars, promotional posters and boards are organized to raise awareness in our school.

Our teachers participate in professional developments through e-twinning.

Information and guidance for parents on online safety will be offered to parents in a variety of forms. Parents will be encouraged to act as role models for their children online.

Teachers provide guidance to students on safe internet.

Online trainings are taken from the professional development portal <http://etwinningonline.eba.gov.tr>.

All our teachers exchange information about the digital educational applications they use. E-twinning and erasmus+ projects are planned to be written for our teachers to add digital environments to education.

Safer Internet Center (www.gim.org.tr) - Safer Internet Center's official page.
<http://guvenlinet.org.tr/tr/>

Secure Web (www.guvenliweb.org.tr) - awareness portal for online security issues.

Safe Child (www.guvenlicocuk.org.tr) - game and entertainment portal for children under 13.

Ihbar Web (www.ihbarweb.org.tr) - hotline for illegal content.

Internet BTK (www.internet.btk.gov.tr) - awareness portal on Internet and IT law.

SID Page (www.gig.org.tr) - official page of Safer Internet Day in Turkey.