



Cyber Safety Policy:

Ngāti Whātua Ōrākei Education Limited – Te Kura o Ngāti Whātua ki Tāmaki

1. Te Take me Hōkaitanga/Purpose and Scope

- 1.1. Te Kura o Ngāti Whātua ki Tāmaki (Kura) is a kura established under the Charter School framework (“we”, “us” and “our”). The Sponsor of Te Kura o Ngāti Whātua ki Tāmaki is Ngāti Whātua Ōrākei Education Limited.
- 1.2. This policy sets out how the kura promotes safe, responsible and respectful use of digital technologies. It aims to:
 - 1.2.1. Protect the hauora, mana and wellbeing of ākonga, staff and whānau online;
 - 1.2.2. Support positive digital citizenship grounded in tikanga Māori;
 - 1.2.3. Reduce risks associated with cyberbullying, inappropriate content, privacy breaches and online harm; and
 - 1.2.4. Meet legal and professional responsibilities.
- 1.3. This policy applies to:
 - 1.3.1. All ākonga, kaimahi (staff), contractors, volunteers and visitors when using kura digital technologies or representing the kura online;
 - 1.3.2. All digital technologies used for kura purposes, including kura-owned devices and BYOD, internet/wifi, online platforms, email, messaging, learning management systems and social media; and
 - 1.3.3. Online behaviour during and outside kura hours where the behaviour impacts kura wellbeing, safety, relationships, or reputation.

2. Whakamāramatanga – Whakamahinga/Interpretation and Application

- 2.1. The mātāpono of Te Kura o Ngāti Whātua ki Tāmaki are the values that guide the actions of the kura and its community, they ground the kura in tikanga Māori. This policy will be interpreted and applied in accordance with the mātāpono of Te Kura o Ngāti Whātua ki Tāmaki.

3. Guiding Principles

- 3.1. Cyber safety practices at the kura will:
 - 3.1.1. Uphold manaakitanga, whanungatanga and kaitiakitanga;
 - 3.1.2. Recognise the shared responsibility of kura, ākonga and whānau;
 - 3.1.3. Balance safety with learning, creativity and access; and
 - 3.1.4. Be educative first with consequences that are fair restorative and proportionate.

4. Cyber Safety Agreements

- 4.1. Access to Kura digital technologies is conditional on signing and following the relevant Cyber Safety Agreement(s). Agreements are completed on enrolment / engagement and reconfirmed annually and whenever significant changes occur eg. New platforms.

5. Acceptable use of digital technologies

- 5.1. All users of Kura digital technologies, must:
 - 5.1.1. Only use digital technologies for learning and Kura purposes.
 - 5.1.2. Communicate respectfully and appropriately; and
 - 5.1.3. Protect personal information (their own and others) and use accounts responsibly.
- 5.2. The following behaviours are not permitted:
 - 5.2.1. Cyberbullying, harassment or intimidation;
 - 5.2.2. Accessing or sharing inappropriate or harmful material;
 - 5.2.3. Impersonating others or misusing accounts;
 - 5.2.4. Recording or sharing images/audio without consent; and
 - 5.2.5. Bypassing security or filtering systems.

6. Staff Professional Boundaries Online

- 6.1. Kaimahi must:
 - 6.1.1. Use approved Kura channels for communication with ākongā and whānau.
 - 6.1.2. Maintain professional boundaries online (no private/secret messaging with ākongā; no adding/following ākongā on personal social media accounts).
 - 6.1.3. Follow Kura processes for collecting, storing and sharing images, audio and learning content, including consent requirements and approved platforms.

7. Cyberbullying and Harmful Digital Behaviour

- 7.1. Cyberbullying includes any online behaviour (text, images, video or social media) that is harmful, humiliating, threatening or persistent or intimidating.
- 7.2. The Kura will:
 - 7.2.1. Take all reports of cyber bullying seriously;
 - 7.2.2. Respond promptly and sensitively;
 - 7.2.3. Use restorative practices where appropriate; and

7.2.4. Escalate to external agencies eg. Netsafe, Police when required.

8. Privacy, Images and Cultural Information

8.1. Personal information must be protected at all times. Sharing personal details, images, audio or whakapapa / mātauranga Māori requires appropriate consent and cultural care.

9. Use of personal devices (BYOD)

9.1. Where permitted:

9.1.1. Personal devices must comply with Kura expectations;

9.1.2. Kura rules apply while devices are used for learning;

9.1.3. The Kura is not responsible for loss or damage to personal devices; and

9.1.4. Devices may be restricted if misused.

10. Digital Security

10.1. The Kura will:

10.1.1. Use filtered internet and secure platforms;

10.1.2. Manage user access and permissions appropriately;

10.1.3. Encourage strong passwords and safe login practices;

10.1.4. Provide guidance on recognising scams and unsafe content.

11. Teaching and learning about cyber safety

11.1. The Kura commits to:

11.1.1. Teaching cyber safety and digital citizenship explicitly and progressively;

11.1.2. Embedding online safety across learning areas and year levels; and

11.1.3. Providing professional development for staff as needed.

12. Tikanga Māori and Cultural safety online

12.1. Digital behaviour will:

12.1.1. Uphold the mana of individuals, whānau, hapū and iwi;

12.1.2. Treat cultural knowledge and taonga digitally with respect;

12.1.3. Avoid misuse or misrepresentation of mātauranga Māori; and

12.1.4. Reflect the same tikanga online as expected kanohi ki te kanohi.

13. Reporting and responding to incidents

13.1. Concerns may be reported by ākonga, kaimahi or whānau.

- 13.2. Incidents will be recorded, investigated and managed according to Kura procedures.
- 13.3. Responses to breaches may include:
- 13.3.1. Education and guidance;
 - 13.3.2. Restorative conversations / hui;
 - 13.3.3. Loss of digital privileges; and/or
 - 13.3.4. Disciplinary procedures consistent with Kura policy.
- 13.4. The focus will be on learning, accountability and repairing harm.

14. Legal and Regulatory Framework

- 14.1. All persons performing a function under this policy are required to comply with all applicable legislation (and any successor legislation) and authoritative guidance, including but not limited to:
- 14.1.1. Education and Training Act 2020
 - 14.1.2. Privacy Act 2020
 - 14.1.3. Harmful Digital Communications Act 2015
 - 14.1.4. Health and Safety at Work Act 2015
 - 14.1.5. Netsafe recommendations and Ministry of Education Guidance

15. Ngā Herenga Kaupapa Here/Related Policies

- 15.1. Surrender, Retention and Search Procedure
- 15.2. Cyber Safety Procedure

16. Policy Review

- 16.1. This policy is to be reviewed every three years, with any changes to be approved by the Board of Ngāti Whātua Ōrākei Education Limited. The date of next review is June 2029.

17. Version History

Version	Date	Amendments
1.0	3 July 2026 2026	Draft New Policy

Approved by: Board of Ngāti Whātua Ōrākei Education Limited
Approval date: 3 July 2026
Policy Owner: Toi Mātauranga & Whanaketanga Chief Knowledge and Growth Officer