

# School Safety Considerations for Online Learning



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To support educators, the [Canadian Centre for Child Protection](#) has developed the following considerations for platform/technology safety and professional boundaries with students online. Whether you are teaching in a blended learning or remote learning environment, these guidelines will help with online safety planning.

## Digital Platform Safety

### *Choosing Digital Programs/Platforms*

#### **Consider the capabilities:**

- Can you close a session urgently, if the need arises?
- Can you limit the personal information students share (usernames/profiles, images/videos)?
- Can you mute attendees, control camera use, control recordings, disable chat functions?
- Can you limit access to a room and admit only those who are part of your class?
- Can you control the end of the session for all participants or can participants be in the room after you exit out?

#### **Consider how the company uses and manages data:**

- What/how much private information do the students need to share to set up an account/use the platform?
- How does the company or website collect, store, and process data of its customers and visitors: where is their data stored, and does information remain confidential, or can it be shared with or sold to third parties?

#### **Review age-appropriateness:**

- What other content may be on the platform that students may inadvertently be exposed to?
- If there are age verification restrictions, who can use the platform?
- Does the platform have a social component where others may have contact with a student outside of the programming you are offering?

### *Planning Safe Sessions*

#### **Manage unauthorized access:**

- Are you able to create unique and strong passwords and/or ID for access?
- Can you provide access to the session while avoiding publically posting any links or passwords?

The above are general guidelines and are not intended as a replacement for legal advice.

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### **Establish expectations with students:**

- Consider having youth use a screen name that is different than a name they use on their social media platforms;
- Communicate about use of webcams, limiting their use during sessions where it is unnecessary;
- Prohibit students from recording/taking screenshots of sessions (within the platform or with a third party app or device);
- Remind students to keep chat on topic and appropriate for the classroom.

## **Professional Boundaries with Students Online**

### *Communication*

- Communicating with students and parents during appropriate times of day and through established and authorized school platforms (as opposed to using personal accounts);
- Keeping communication goal-oriented and tied to lesson outcomes;
- Keeping all forms of communication transparent by including parents on all correspondence;
- Ensuring transparency during video chat discussions with students: while chatting, all parties should be located in common/high traffic household areas (bedrooms/bathrooms are off limits), and proper clothing attire is worn;
- Refraining from sending or accepting friend requests from students or liking content in students' personal social media accounts;
- Examples of inappropriate electronic communication include personal texting with students, using informal and unprofessional language, posting or forwarding content, links or comments that might be considered inappropriate, offensive or inconsistent with professional or ethical standards, or communicating with students through personal social media accounts or apps.

### *Privacy*

- Follow your school's privacy policies if posting any student work, digital pictures, or other identifying information on social media or websites;
- Set appropriate restrictions to maximize your privacy on your personal social media accounts, ensuring that students cannot view or post content;
- If requiring students to send in videos/images of themselves, store content according to your school's policies and ensure parents/guardians know where the content is stored and how/when it will be deleted.

### *Ask yourself*

- Would a reasonable observer consider my interaction with students and parents as reasonable and professional?
- Would I be comfortable if the session was inadvertently shared with others?

**If you have any concerns about a child online, report to [Cybertip.ca](https://www.cybertip.ca)**