

Do follow school division policy on social networking with students and only use divisional computers during regular work hours.

Do communicate in a professional manner with students and parents.

Do keep printed and electronic copies of all significant emails.

Do get permission before posting pictures of students, classroom activities or information about students, families or colleagues.

Do ensure students are not exposed to inappropriate material or communications.

Do separate your personal and professional life online. Use an approved Facebook site for your work and use it only during regular work hours.

Do consider a personal Facebook account in a different name.

Do use the highest level of security controls on social networking sites you participate in.

Do Google yourself to monitor your online reputation.

Teachers should model ethical and appropriate online behaviour

Dos and Don'ts online

Don't use texting to develop a rapport with students.

Don't text with students without parental permission and then only during regular school activity hours and only related to school endeavours.

Don't use email or texting to convey difficult messages that could be misconstrued. Meet in person to avoid any misinterpretation.


Don't vent online.

Don't use your personal email address to contact students or parents.

Don't post information, comments or pictures that would be embarrassing if they appeared on the front page of your local paper.



Online safety for teachers

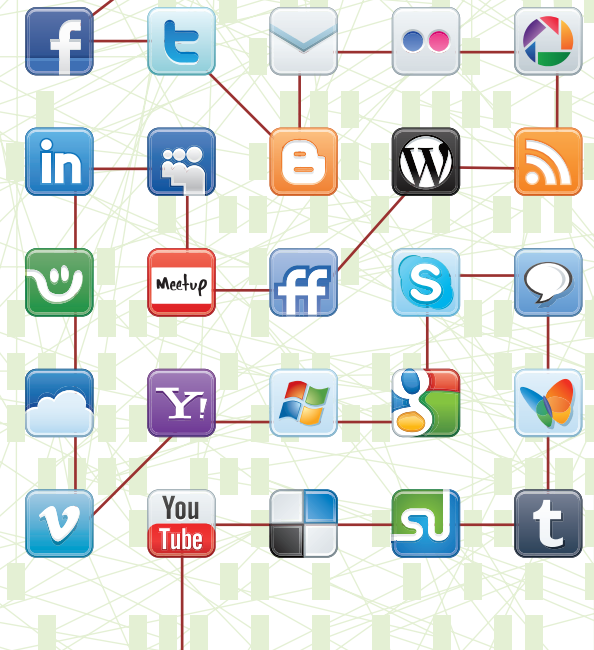


Every year, teachers and principals are disciplined or have their contracts terminated as a result of poor choices in online behavior. **Don't be next!**

If you have questions or need help, please call

The Manitoba Teachers' Society

1 800 262 8803 or 888-7961



Your professional reputation is one of your most valuable assets as a teacher.

Protect it always
—including online.