



THIS TOOL...	DEFINITIONS (common language across sectors)	BEST PRACTICES
<p>... is designed to assist in dealing with a cyberviolent incident and provides:</p> <ul style="list-style-type: none"> <li>• Current understandings and definitions</li> <li>• Thought process for IMMEDIATE, SHORT-TERM and LONG-TERM actions</li> <li>• Considerations for students, staff, parents and community members</li> <li>• A critical piece entitled <i>Best Practices</i></li> </ul>	<p><b>Child:</b> Individuals under the age of 12 years old  <b>Youth:</b> Individuals aged 12 – 17 years old  <b>Adult:</b> Individuals aged 18 years and older</p>	<ul style="list-style-type: none"> <li>• Contact police if you believe a criminal offence has occurred</li> <li>• Follow board/school policies/procedures and respective police school board protocols</li> </ul>
<p><b>General Guiding Questions</b></p>		
<ul style="list-style-type: none"> <li>• What has happened? (Identify all definitions that apply to this incident)</li> <li>• School and/or criminal investigation?</li> <li>• What is being done? (Consult Board policies, procedures and practices)</li> <li>• Who needs to be notified? (Consult Board policies, procedures and practices)</li> <li>• What is the potential for escalation?</li> </ul>	<p><b>Cyberviolence:</b> Umbrella term used to describe a wide range of online behaviours which are intentionally done to hurt others. Including but not limited to Cyberbullying, Cyberharassment, Cyber Sexual Harassment, Sextortion, Luring and non-consensual distribution of intimate images.  <b>Child Pornography:</b> A photographic, film, video or other visual representation, whether or not it was made by electronic or mechanical means, including written and audio recordings (ex. text-based chats, voice messages and video conversations)                      (i) that shows a person who is or is depicted as being under the age of eighteen years and is engaged in or is depicted as engaged in explicit sexual activity, or                      (ii) the dominant characteristic of which is the depiction, for a sexual purpose, of a sexual organ or the anal region of a person under the age of eighteen years.</p>	<ul style="list-style-type: none"> <li>• Turn off/secure/confiscate the personal electronic device from the student and have someone witness when you do so</li> </ul>
<b>RESPONSE</b>		
<p><b>IMMEDIATE</b></p>		
<ul style="list-style-type: none"> <li>• Are the student(s) in need of immediate support and/or protection?</li> <li>• Criminality? (Is it illegal or is it inappropriate?) Do police need to be called? If so, secure evidence and notify board personnel (see Best Practices)</li> <li>• Consent: was it obtained and mutual?</li> <li>• Who was involved in this incident? Age: identify age of all involved</li> <li>• What transpired? (Incident, time, date, location)</li> <li>• Was the incident captured, recorded, if so how? Does it involve self or others?</li> <li>• Was the recorded incident distributed? How? To whom?</li> <li>• How widely was the image shared? Containment? Are more schools involved?</li> <li>• Securing evidence (see Best Practices)</li> </ul>	<p><b>Cyberbullying:</b> Behaviour directed towards another individual or group with the intent to cause emotional harm through the use of technology such as the internet and electronic devices. Including but not limited to hateful/insulting text messages/emails, private and public messages online, non-consensual revealing of an individual’s sexual orientation, gender identity or gender expression, making fake accounts on social networking sites to ridicule others, spreading rumours/gossiping about other people online.  <b>Cyberharassment:</b> Repeated unwanted communication with another individual through the use of technology either directly or indirectly including but not limited to text messages, e-mails, private and public messages online.  <b>Cyber Sexual Harassment:</b> Repeated unwanted communication of a sexual nature with another individual through the use of technology either directly or indirectly including but not limited to text messages, e-mails, private and public posts. This can include sexual name-calling, sexual putdowns, intimidating sexual jokes, non-consensual revealing of an individual’s sexual orientation, gender identity or gender expression, sending, receiving or requesting unwanted sexual images.</p>	<ul style="list-style-type: none"> <li>• <b>Not recommend</b> that you search the device unless you believe there is an immediate threat to the safety of a student/child</li> <li>• <b>Not recommend</b> that you send, save, share or print any images from the device</li> <li>• Document details of the incident</li> <li>• Inform relevant board personnel</li> </ul>
<p><b>SHORT TERM</b></p>		
<ul style="list-style-type: none"> <li>• Who needs to be notified? (Superintendent, Parents/Guardians, Board Personnel)</li> <li>• Supports (PSW, child youth worker, children aid society, guidance and student success, victim services, chaplain, community agencies, public health, school based mental health team)</li> <li>• Complete documentation</li> <li>• Consequences (discipline, support and reentry if necessary)</li> </ul>	<p><b>Human Trafficking:</b> Recruitment, transportation, transfer, harbouring, or receipt of persons by improper means for illegal purposes including sexual exploitation and forced labour.  <b>Luring:</b> Any individual who by means of telecommunication, communicates with anyone under the age of 18 yrs old, for the purpose of committing a sexual crime such as but not limited to sexual assault, creating child pornography and sexual exploitation. Telecommunication can include text messages, emails, online private and public posts.</p>	<p>**Potential legal repercussions for viewing, possessing and/or sharing child pornography can occur</p>
<p><b>LONG TERM</b></p>		
<ul style="list-style-type: none"> <li>• Staff meeting</li> <li>• Review content of staff and student agenda</li> <li>• Plan professional development for staff and school council</li> <li>• Investigate other proactive measures (review current practice and process)</li> <li>• Community and Parent outreach</li> </ul>	<p><b>Sexting:</b> The act of individuals who consensually create, send and share sexual images and/or videos and/or engage in text-based conversations of a sexual nature with their peers via the internet, electronic devices and/or any other means of communication.  <b>Sextortion:</b> Anyone who uses another individual’s intimate images to threaten them into sending more intimate images and/or videos by means of electronic devices and/or the internet.  <b>Online Grooming:</b> is when a person builds an emotional connection with a child/young person to gain their trust for the purposes of sexual abuse, sexual exploitation or trafficking via social media or internet.</p>	<p><b>NOTES:</b></p>