

Ref.No.:BBPS/DW/2022/

September 14, 2022

**Student Cyber Safety**

**Dear Parent,**

Technology has played a pivotal role in revamping the face of contemporary education. Owing to our urge to ensure that children have access to learning anywhere and everywhere we have provided them with mobile phones and other smart devices thus making them ubiquitous. Smart devices played an important role during the global pandemic, however as the schools have reopened and offline classes have resumed, we must also wean our children off the habit of constantly using and carrying mobile phones. Recent incidents, where students were found in possession of mobile phones, have reiterated the importance of the same.

Carrying mobile phones to school is strictly prohibited and any child found in possession is liable for disciplinary action. Also, as per CBSE directives and Indian Penal Code guidelines, cyber bullying is a punishable offence. Any student who is found to be intimidating, belittling, demeaning, excluding/isolating others or is reportedly filming/recording and circulating objectionable videos/pictures is liable to be held culpable as per the legal guidelines.

The school has been consistently organizing sessions to sensitize the students about cyber safety. As equal stakeholders, we look forward to your cooperation and prudence to enable our children to make responsible and informed decisions. We have attached a list of dos and don'ts for your reference.

**(Suruchi Gandhi)**

**Principal**

## Do's

- Create strong passwords that are at least eight characters long, include at least one numerical value and a symbol, such as #, to foil password-cracking software. Avoid common words, and never disclose a password online.
- Change your password every ninety days.
- Physically secure your laptop
- Delete any message that refers to groups or organizations that you are not a part of.
- Never click on a link from an untrusted source.
- Use antivirus software and update it on a regular basis to recognize the latest threats. Heed ITR security alerts to download antidotes for newly circulating viruses and worms.
- Inform a trusted adult/teacher/counsellor if you find any objectionable content being circulated.
- Use respectful language during interaction on social media.

## Dont's

- Do not carry mobile phones/smart devices to school.
- Never write down your password. Especially on a Post-It note stuck to your computer.
- Never give out your password to anyone, whether you know them or not.
- Never select the "Remember My Password" option. Many applications do not store them securely.
- Do not leave your laptop unattended, even for a few minutes.
- Do not post comments that demean or violate human dignity.
- Do not share pictures/personal details.
- Do not film/record other people without their consent.
- Do not share/circulate pictures/videos of other people.