



SOCIAL MEDIA AND COMMUNICATION POLICY

AUSTRALIAN PARAMEDICAL COLLEGE RTO 32513

Purpose

The purpose of this Policy is to set standards of behaviour for the student use of social media and Communication. It also ensures the students use is consistent with the broader values and expectations of the Australian Paramedical College (APC).

Scope

This social media and Communication Policy applies to all APC students regardless of their enrolment (past and present students).

APC acknowledges that access to various online communication outlets gives students greater opportunities to learn, engage, communicate, and develop skills to support their learning journey.

It is expected that all APC students communicate respectfully and responsibly when engaging in discussions regarding the college both on and off campus and when using online platforms. Online platforms may be inclusive of, but not limited to: - Facebook, Instagram, Twitter, Snapchat, LinkedIn, YouTube, live chats, forums, blogs and other similar applications.

Inappropriate behaviour such as derogative language, disrespecting other students/staff, and racial/cultural remarks will not be accepted.

Sharing of assessment tasks, assessment answers or alluding to assessment task answers is prohibited.

Students must address personal issues with the appropriate person/s and a breach of this requirement shall be dealt with based on the individual situation.

Further examples of inappropriate behaviour may be:

- Harassment, threatening, abusing or intimidating fellow students/staff
- Video/photo or voice recordings taken of any students/staff without written permission
- The use of electronic devices during class time without permission
- Hateful comments/actions

Breach of Policy

Students are expected to abide by the APC Student Code of Conduct.

Students are expected to uphold the reputation of APC and exhibit exemplary behaviour. Where a Student may participate in any of the above unacceptable behaviours, it shall result in consequential action depending on the level of inappropriateness.

Identified and/or reported inappropriate behaviour will be investigated and may result in the following consequences, but are not limited to the following:

- a. Suspension of enrolment
- b. Removal from discussion forums
- c. Cancellation of enrolment

APC has a fair and equitable Appeals Policy and Process that students may utilise where they believe a decision requires review.

Where a legal breach is identified beyond APC's control, it shall be referred to an external authority for investigation.

Version	Purpose/amendments	Release date
V1.1_18	Initial implementation	12 Dec 2018
V2.1_19	Review of policy and change to reflect all media platforms/communications	07 Mar 2019
V2.2_19	Addition of appeals and equity information	30 May 2019
V2.2_21	Annual review. No changes	15 Sep 2021