

Removing online content advice

The following information is provided as a guide to State school Principals when seeking to remove and report the uploading of inappropriate images/footage to websites, particularly where school staff and students are involved or if the school is in some way implicated.

Incident awareness

The incident may come to your attention through staff members, students, parents, community members, the media, etc.

Incident investigation

The Principal undertakes immediate investigation of the incident by reviewing the web content of concern.

For example: Footage of a fight on school grounds has been uploaded to YouTube.

Website accessible

Access the site of concern to review content to determine if further action is required.

Website inaccessible

If the website is blocked through the MIS Filtering Service, request removal of the block ph: 1800 680 445

Where Staff, Students or Any School Community members have been threatened or are in danger as a result of the incident, the Principal should undertake the School's usual emergency response process.

Requesting removal of content from a website

In the main, social networking websites, which are the usual targets for housing images and footage of this nature, support safe and secure use of the internet and provide contact details to report incidents, images and footage of concern and request their removal.

Website provides contact information

Coordinate with those directly involved for removal of the content. Alternatively, directly request the website to remove the content, where possible.

Website does not provide contact information

Seek advice through the MIS Filtering Service ph: 1800 680 445 or the Regional Technology Manager.

Minimising access to offensive content

The Principal should assess whether the website housing the offensive content requires blocking through the school and departmental network.

Website does not require blocking

No further action is required.

Request blocking of a website

School level: Make a request to block an offending website through the school's MIS administrator.
Department-wide: Make a request to block the website through the MIS Filtering Service ph: 1800 680 445

Referring incident to internal audit

Incidents involving staff or student misconduct and those matters involving threats or incidents that are life threatening in nature (including threats made via website content) should be referred to Internal Audit: e: is.auditops@deta.qld.gov.au ph: 3237 0685