

1. Purpose

Orange College (OC) acknowledges the role of social media as a tool for learning, collaboration, and engagement. The purpose of this policy is to ensure students understand the responsibilities when using social media in connection with OC, whether in an official or personal capacity. This policy establishes the standards and expectations for student engagement on social media platforms to protect students, the college community, and the college's reputation. It aims to promote a safe, inclusive, and supportive learning environment both in campus and in digital spaces. It also ensures that students are supported to develop digital literacy and responsible communication practices in accordance with the Standards for Registered Training Organisations 2025 (SRTOs 2025).

2. Scope

This policy applies to all students enrolled at OC and encompasses their use of social media in contexts that relate to college activities, personnel, other students, learning environments, and the broader College community. This includes all digital communication, whether on or off-campus, when the College or its members are identified or discussed. It applies to both OC-managed systems and personal use that may affect the College or the members of its community.

3. Definitions

Social media: Online platforms that allow users to create, share, and interact with content, such as Facebook, Instagram, X, LinkedIn, YouTube, and blogs.

Student: a person currently enrolled or undertaking a course with OC

Defamatory Content: Material that harms the reputation of an individual or organisation

Information and Communication Technology (ICT): OC-owned or accessed systems and devices, including Wi-Fi, portals, learning management systems, and college email.

Users: For the purpose of this policy, users mean social media users, including students of the College.

4. Policy

OC promotes the responsible and respectful use of social media to support student engagement, collaboration, and learning. All online conduct must reflect the values of Orange College and comply with relevant legislation, College policies, and Outcome Standard 2.6 of the SRTOs 2025, which emphasises the safety, wellbeing, and inclusion of all students.

OC does not seek to limit student use of social media in private spaces but does assert its right to intervene where online conduct:

- Harms or risks the safety or wellbeing of others
- Damages the College's reputation or breaches its values
- Violates OC policies, especially in relation to harassment, bullying or privacy
- Misuses OC branding or intellectual property

Users are reminded that the same laws, expectations and guidelines which apply in the real world also apply online. Social media users are accountable for anything they post online.

This policy operates in conjunction with OC's Information and Communication Systems Acceptable Use Policy, Copyright Policy, Access and Equity Policy, Student Code of Conduct, and Student Disciplinary Policy.

5. Guidelines

5.1 Acceptable Use Guidelines

Students are expected to:

- Communicate online in a respectful, inclusive, and professional manner
- Protect the privacy and dignity of peers, staff, and stakeholders
- Avoid using or sharing discriminatory, abusive, defamatory, or misleading content
- Refrain from posting images, recordings, or personal information of others without their consent
- Use OC ICT systems in accordance with the [Information and Communication Systems Acceptable Use Policy](#).

5.2 Unacceptable Behaviour and Breach Consequences

Examples of unacceptable social media use include, but are not limited to:

- Harassing, threatening, or bullying others
- Impersonating another person or using their login credentials
- Sharing obscene, racist, homophobic, sexist, or otherwise discriminatory content
- Posting material that misrepresents or undermines OC or its staff
- Recording or photographing others on OC premises without permission
- Misusing the OC name, logo, or branding in personal posts or pages
- Publishing or redistributing training content, assessments, or OC's intellectual property, in accordance with OC's [Copyright Policy](#)
- Promoting illegal activities or content via personal accounts.

Breaches of these guidelines will be dealt with under the [Student Code of Conduct](#), [Student Disciplinary Policy](#), and [Access and Equity Policy](#), especially where behaviour involves harassment, discrimination, or reputational harm.

As this policy also aligns with the [Information and Communication Systems Acceptable Use Policy](#), unacceptable use of OC systems, including for social media, may be subject to investigation under the same.

Depending on the nature of the breach, disciplinary actions may include warnings, suspension of ICT privileges, formal disciplinary proceedings, or other consequences outlined in OC's broader student behavioural policies.

6. Privacy and Monitoring

OC reserves the right to investigate social media activity that involves, references, or affects the College or its stakeholders. Students should not assume absolute privacy for posts made on platforms where their identity as an OC student is known or implied.

These measures form part of OC's quality assurance and risk management systems under the SRTOs 2025, ensuring digital behaviour aligns with organisational governance, data security, and student risk management policies.