

1. Purpose

This policy aims to ensure the safe and responsible use of Virtual Reality (VR) headsets within the Country Universities Centre Norfolk Island (CUCNI), in line with Australian legislation. The policy covers health and safety risks, user instructions, and privacy concerns associated with VR technology.

2. Scope

This policy applies to CUCNI students, staff, Board members, and visitors.

3. Policy

A. Reasons for Use

CUCNI uses Virtual Reality (VR) headsets to enhance the impact of the various programs and services offered, including:

- **Course and Career Exploration:** Norfolk Island residents and students exploring careers in Work Window to identify areas of interest which CUCNI staff can advise on study pathways; CUCNI students using Interview Simulator to prepare for course-related job interviews
- **Course-related Learning:** Use VR apps to support learning for CUCNI students, for example anatomy app for health students, visual paint app for visual communications students

B. Physical Safety

There are to be no cables connected to the VR headset, which should already be charged in the front office. To ensure physical safety, VR usage areas within CUCNI is limited to the open area at the front of the Centre, where participants may stand or be seated in a chair that can turn 360 degrees without hitting any furniture or other thing. A CUCNI staff must be present during VR sessions to ensure the VR user does not move out of the designated area for use of VR, and to monitor users for any signs of discomfort or disorientation, and provide immediate assistance if necessary.

C. Considerations and Limitations

Health considerations are a critical aspect of VR usage at CUCNI. To prevent eye strain, VR headsets should be properly adjusted for each user, ensuring comfort and clear vision. Users are advised to limit sessions to 30 minutes and repeat sessions are only allowed after a minimum of 10 minutes break between them, and subject to availability. Motion sickness is a potential risk, and users should be informed about this possibility before their session begins. If a user experiences nausea, dizziness, or headaches, they should stop using the VR headset immediately and take a break. VR experiences should be tailored to the user's experience level, with less intense simulations recommended for first-time users to help them adjust to the virtual environment.

VR headsets should not be used by children under the age of 13, in accordance with manufacturer guidelines, due to potential risks to developing vision and balance. For minors aged 13–18, parental or caregiver consent is required. In the case of CUCNI students who are minors, this is covered by



existing parent and caregiver consent forms, and for non-students, a form must be completed and signed before the VR headset may be used.

D. Orientation

Information about using VR headsets at CUCNI is provided to CUCNI students at orientation, and for non-students, an orientation is provided at the time of use. This includes guidance on the use of VR headsets, proper fitting and adjustment of the VR headset, detailed instructions on navigating the VR environment, and the use of controllers. Safety procedures, including how to safely remove the headset and exit the VR experience if the user feels unwell, must also be explained.

During the orientation, users should disclose any pre-existing health conditions, such as epilepsy or heart conditions, that could be affected by VR use. Additionally, users must sign a consent form acknowledging the risks associated with VR use and confirming that they have received and understood the safety briefing. The consent form should also include information on the collection and use of personal data during VR sessions, ensuring that users are fully informed about how their data will be handled.

E. Privacy

CUCNI is committed to ensuring that all personal data collected during VR sessions is handled in strict accordance with CUCNI's Privacy Policy. CUCNI will only collect the personal data necessary for the operation of VR applications such as user profiles, session logs, and any biometric data that is essential to the experience.

F. Third-Party Applications and Data Sharing

All third-party VR applications used within CUCNI must undergo a review process to ensure compliance with privacy laws, especially if data is shared or transferred. Applications that collect or share data without explicit user consent will not be approved for use. In addition, all personal data collected through VR applications must be encrypted during both transmission and storage to protect it from unauthorised access. Access to personal data will be restricted to authorised personnel only, with controls in place to prevent data breaches and ensure the security of users' information.

G. Responsibilities and Supervisions

CUCNI staff are responsible for supervising VR sessions and ensuring that all procedures are followed including consent forms and monitoring users for any signs of discomfort or disorientation and providing assistance if a user experiences any issues. CUCNI staff training includes first taking the role of VR user and then taking the role of supervisor, thereby ensuring they understand how the VR works and can guide VR users in proper use.

4. Resources

- [Privacy Act 1988 \(Cth\)](#)
- [Work Health and Safety Act 2011 \(Cth\)](#)
- [VR Consent Form](#)