Nareena Hills Public School

Living, learning and caring through curiosity, perseverance and kindness.

Student Use of Digital Devices and Online Services Plan

Purpose   and   scope

This plan outlines our school's approach to managing student use of digital devices and online services to ensure safe, responsible and respectful use of these. It covers student use of digital devices and online services in school-related settings, including both school-provided and personal devices and services.

Digital devices and online services are an important part of everyday life, shaping the way children and young people learn, communicate, work and play. Learning environments should support students to develop technological, social and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments and prepare students for life beyond school.

For mobile phone management, see the [Student Use of Mobile Phones in Schools](#) policy.

Definitions

Term	Definition
Digital devices	include laptops, tablets, wearable technology (such as smartwatches and headphones) and other devices that can receive, store, process and share digital information and connect to applications (apps), websites and other online services For mobile phone management, see the [Student Use of Mobile Phones in Schools](#) policy.
Educational purposes	any use approved by school staff that supports student learning, wellbeing and educational outcomes.
Online services	include digital classrooms, chat and messaging, online games, virtual reality, interactive online learning activities, social media and other online spaces.
School-related settings	include school grounds, school-related activities and outside of school where there is a clear and close connection between the school and the conduct of students, such as excursions and camps. This connection may exist in situations where: there is discussion about school taking place outside of school hours; a student is wearing their school uniform but is not on school premises; a relationship between parties commenced at school; students are online in digital classrooms; and where online contact has flow on consequences at school and duty of care requires the school to respond once an incident is reported.

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Our school approach

Using digital devices and online services for educational purposes

- Prior to using digital devices and online services at school, classroom teachers will discuss and display the three Department of Education posters titled "What Does it Look Like to Be Safe with Technology?", "What Does it Look Like to Be Responsible with Technology?", and "What Does It Look Like to Be Respectful with Technology?" in the classroom as a quick reference guide for students. (See Appendix 2.1)
- Consequences for inappropriate use will be discussed with students and regularly reviewed as required.
- Bring Your Own Device (BYOD) is an option available to students in Years 3 to 6 at Nareena Hills Public School. Prior to bringing their own device to school, students and parents must read this policy and return a signed BYOD Agreement Form via School Bytes.

Using Digital Devices and Online Services

Digital devices and online services are only to be used:

- under direct teacher supervision
- during class time
- strictly for educational purposes only

Digital devices and online services are NOT to be used:

- without teacher supervision
- under the supervision of casual teachers (unless approved by supervisor)
- during regular outdoor lunch and recess breaks
- during wet weather/indoor lunch and recess breaks
- for free time
- on a school bus for excursions
- on an excursion or camp
- to contact parents, carers or friends during school hours

Bring your own device program

Bring your own device (BYOD) is a optional program where parents or carers can provide personal digital devices for use at school. Bringing a personal device is optional and school devices are available.

Device Specifications:

- Appropriate devices include a laptop or tablet. It is recommended for tablet devices to have a detachable keyboard.

Student Responsibility:

- Place the device in an allocated space in the classroom upon arriving at school each morning.
- Collect the device at the end of the day.
- The care of the device is the student's responsibility.
- While efforts will be made to keep the device secure, Nareena Hills Public School cannot ensure its protection at all times.

Consequences of Non-Compliance:

- Failure to follow BYOD expectations outlined in this policy may result in forfeiting the right to use a personal device at school.

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Inappropriate use of digital devices and online services

Our school will refer to the NHPS Behaviour Continuum to respond to breaches of the digital devices policy. In all cases, parents will be notified through a phone call.

Medical or wellbeing exemptions to digital device use

Exemptions to this plan may apply to some students, and will be considered on a case-by-case basis and granted when required by law or at the principal's discretion.

Reasonable adjustments for students with disability

Some students require reasonable adjustments to their learning and support needs under the Disability Standards for Education 2005. A disability may include a medical condition impacting a student.
Principals must consult, as appropriate, the student, and their parents or carers, and any external service providers as needed, in determining the adjustments for the student. Reasonable adjustments may include access to digital technologies to participate in the education on the same basis as a student without disability. This may need to be documented as part of an existing student learning plan, as determined by the principal

Our communication approach

Students will be informed about school expectations for using digital devices through lessons in the classroom.

Parents and carers will be informed:
- Via School Bytes email
- School newsletter

Handling complaints

If a student, and parent or carer has any complaints relating to this strategy, the first step is to contact the school to discuss further. If the issue cannot be resolved, they should access the Making a complaint about our schools guide. The department's Complaints Handling policy also provides further information and support for both the school community and staff.

Last updated:
May 2024

Approved by:
Colleen Crossingham
Principal

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Student Use of Digital Devices and Online Services Procedures Appendix 2.1

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Student Use of Digital Devices and Online Services Procedures Appendix 2.1