



North Rocks Public School

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ELECTRONIC DEVICE POLICY

Pertaining to Student Use of School-Owned Electronic Devices in Years 3-6

(Revised Jan 2023)

INTRODUCTION

This procedure guides student use of digital devices and online services at our school. Our school acknowledges the educational value of digital devices and online services in supporting and enhancing educational outcomes and student wellbeing. We also recognise they may cause harm if used inappropriately and that we need to support our students to use them in safe, responsible, and respectful ways. As we enter a new era of education with the new National Curriculum, schools are required to assist students to develop their 21st century learning skills.

This procedure provides a consistent framework for the safe, responsible, and respectful use of IT (Information Technology) devices and online services by students at North Rocks Public School (NRPS). It sets out the shared responsibilities of school staff, students, parents, and carers. It also provides a framework to manage potential risks to student safety and wellbeing. This policy is based upon the DoE Student Use of Digital Devices and Online Services: <https://policies.education.nsw.gov.au/policy-library/policies/pd-2020-0471>

KEY PRINCIPLES

Access to a Chromebook/Tablet or iPad and the Department of Education (DoE) Wi-Fi network, including the Internet, will be made available to students during school hours for learning purposes. There is no cost for this service. Any school-owned device made available to a student must always remain on school grounds and is not to be taken offsite unless permission is granted by the school to do so. Students are only allowed to use the DoE Wi-Fi network. Access to mobile networks via any device, (including mobile phones, tablets, and smart watches), while students are on school grounds is a clear breach of this policy.

Please note that the use of a Virtual Private Network (VPN) is *not permitted* on any device on school grounds. Students are responsible in ensuring that any VPNs are not connected whilst at school. Any attempt to bypass the internet safeguards put in place by the Dept. of Education is also considered a breach of this policy.

HEADPHONES: All students must bring their own headphones to school for use with school devices.

PRIVACY: Student work is to remain within the confinements of the applications and is not to be shared among any other platforms. Photos and videos are only to be used for educational purposes and as instructed by their teachers. Students are to immediately delete photographs and videos taken containing peers and/or teachers once students have completed working with these resources.

ONLINE SAFETY: We recommend all parents read the material on the E-Safety Commissioners website: <https://www.esafety.gov.au/parents>

STUDENT RESPONSIBILITIES towards SCHOOL-OWNED DEVICES: The term 'school-owned devices' within this policy refers to those devices and related equipment that are owned and managed by North Rocks Public School. These devices include, but are not limited to, Apple iPads, Chromebooks, Windows laptops and desktop computers, and peripheral devices (e.g., mouse, keyboard, etc). It is the expectation that all NRPS students who are using school-owned devices and equipment do so in a *respectful and responsible manner*. Any labels and accessories attached to school devices must not be removed by students without teacher permission. Students are to report any damage, loss, or misuse of these devices to their teacher.

Students must follow their teachers' directions and the NRPS Device Agreement whilst using technology in the classroom. Should a student choose not to comply with these expectations of usage/behaviour, the Device Usage Policy will be invoked and access to the school's network and devices may be removed for a period. The school's general Internet student user agreement will continue to always apply to all students. More can be found about digital citizenship here: <https://www.digitalcitizenship.nsw.edu.au/>

NORTH ROCKS PUBLIC SCHOOL DEVICE POLICY 2023

Students (and their parents/carers) must be aware of and agree to North Rocks Public School's Device Policy prior to any continued use of any devices in the schools' digital learning environment.

The Digital Agreement is as follows:

- I have read the Device Usage Policy and understand consequences may apply for breaches of the Device Agreement.
- I understand that school-owned devices are not to be taken off school grounds without the permission of the school.
- I will use the department's Wi-Fi network for learning and do not have a device that has its own SIM with data and access to networks.
- I will use the school device assigned to me for school activities at the direction of the teacher.
- I will not use or have access to any messaging and social media apps during school hours.
- I will not voice record, film, or take photos of any other students or teachers without a teacher's permission. Any forms of stored digital media must be removed immediately from devices after being used for educational purposes.
- I will not use the school device assigned to me during school breaks and/or in the playground without approval from the class teacher.
- I will use my own portal/internet login details and will never share them with others.
- I will stay safe by not giving my personal information to strangers.
- I will not hack or bypass any hardware and software security implemented by the department or my school.
- I will not use any device to knowingly search for inappropriate content.
- I will report inappropriate behaviour and inappropriate material to my teacher.
- I understand that my activity on the Internet is recorded and that these records may be used in investigations, court proceedings or for other legal reasons.
- I have read and will abide by the NSW Department of Education Student Use of Digital Devices and Online Services policy <https://policies.education.nsw.gov.au/policy-library/policies/pd-2020-0471>
- The school device assigned to me has restrictions applied and I am only allowed access to the requested educational apps whilst this device is in use.
- I will not leave my device unattended, and it will be returned and plugged into its charging station after use.
- I will use school-owned devices and equipment in a respectful and responsible manner.
- I will not remove any labels and accessories connected to the device without teacher permission.
- Students are to immediately report any damage, loss, or misuse of these devices to their teacher.

Please complete below and return this signed agreement to your child's class teacher by Friday, 17th February (Term 1, Week 4).

Name of student: Class:

Signature of student: Date: / /

Name of parent/carer:

Signature of parent/carer: Date: / /

Please note that the Department of Education (DoE) is currently reviewing its policy on the use of third-party (non-DoE) digital resources in schools. Further information will be communicated to parents/carers regarding the use of these resources at North Rocks P.S. at a later date.