



DIGITAL TECHNOLOGIES POLICY

PURPOSE

To ensure that all students and members of our school community understand:

- a) The school's commitment to providing students with the opportunity to benefit from digital technologies to support and enhance learning and development at Hallam Primary School, including our 1:1 device program
- b) Expected student behaviour when using digital technologies, including the internet, social media, and digital devices (computers, laptops, tablets, robots, 3D printers, VR)
- c) The school's commitment to promoting safe, responsible and discerning use of digital technologies, and educating students about appropriate responses to any dangers or threats to wellbeing they may encounter when using the internet and digital technologies
- d) Our school's policies and procedures for responding to inappropriate student behaviour when using digital technologies and the internet.

SCOPE

This policy applies to all students at Hallam Primary School.

Staff use of technologies is governed by the Department's Acceptable Use Policy and the Hallam PS Staff Acceptable Use Agreement, in addition to the whole of DET requirements under the Acceptable Use Policy (Note: Not all schools have a local policy and there is no requirement to have one).

DEFINITIONS

For the purpose of this policy, "digital technologies" is defined as being any networks, systems, software or hardware including electronic devices and applications which allow a user to access, receive, view, record, store, communicate, copy or send any information such as text, images, audio, or video.

POLICY

Hallam Primary School understands that digital technologies, including the internet, apps, computers and tablets, provide students with rich opportunities to support learning and development in a range of ways. Through increased access to digital technologies, students can benefit from learning that is enhanced by interactivity, collaboration, personalisation and engagement. Digital technologies enables our students to interact with and create high quality content, resources and tools. It also

enables personalised learning tailored to students' particular needs and interests, and transforms assessment, reporting and feedback, driving new forms of collaboration and communication.

Hallam Primary School believes that the use of digital technologies at school allows the development of valuable skills and knowledge and prepares students to thrive in a globalised and inter-connected world. Our school's vision is to empower students to use digital technologies to reach their personal best and fully equip them to contribute positively to society as happy, healthy adults.

FURTHER INFORMATION AND RESOURCES

Safe and appropriate use of digital technologies

Digital technology, if not used appropriately, may present risks to users' safety or wellbeing. At Hallam Primary School, we are committed to educating all students to be safe, responsible and discerning in the use of digital technologies, equipping them with skills and knowledge to navigate the digital age.

At Hallam Primary School, we:

- use online sites and digital tools that support students' learning, and focus our use of digital technologies on being learning-centred
- restrict the use of digital technologies in the classroom to specific uses with targeted educational or developmental aims
- supervise and support students using digital technologies in the classroom
- effectively and responsively address any issues or incidents that have the potential to impact on the wellbeing of our students
- have programs in place to educate our students to be safe, responsible and discerning users of digital technologies, including eSmart and BeYou.
- educate our students about digital issues such as online privacy, intellectual property and copyright, and the importance of maintaining their personal privacy online
- actively educate and remind students of our Student Engagement policy that outlines our school's values and expected student behaviours, including online behaviour
- have an Acceptable Use Agreement outlining the expectations of students when using digital technology at school
- use clear protocols and procedures to protect students working in online spaces, which includes reviewing the safety and appropriateness of online tools and communities, and removing offensive content at the earliest opportunity
- educate our students on appropriate responses to any dangers or threats to wellbeing they may encounter when using the internet and other digital technologies
- provide a filtered internet service to block access to inappropriate content
- refer suspected illegal online acts to the relevant law enforcement authority for investigation
- support parents and carers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home through regular updates in our newsletter and annual information sheets.

Allocation of school owned devices to students and students' personal use of digital technologies at school will only be permitted where students and their parents/carers have completed a signed Acceptable Use Agreement.

It is the responsibility of all students to protect their personal password and not divulge it to another person. If a student or staff member knows or suspects an account has been used by another person, the account holder must notify the classroom teacher immediately.

All messages created, sent or retrieved on the school's network are the property of the school. The school reserves the right to access and monitor all messages and files on the computer system, as necessary and appropriate. Communications including text and images may be required to be disclosed to law enforcement and other third parties without the consent of the sender.

Student behavioural expectations

When using digital technologies, students are expected to behave in a way that is consistent with Hallam Primary School's Statement of Values, Student Wellbeing and Engagement policy, and Bullying Prevention policy.

When a student acts in breach of the behaviour standards of our school community (including cyberbullying, using digital technologies to harass, threaten or intimidate, or viewing/posting/sharing inappropriate or unlawful content), Hallam Primary School will institute a staged response, consistent with our policies and the Department's Student Engagement and Inclusion Guidelines.

Breaches of this policy by students can result in a range of consequences which will depend on the severity of the breach and the context of the situation. This includes:

- removal of network access privileges
- removal of GAFE (Google Apps for Education) privileges
- removal of internet access privileges
- removal of printing privileges
- other consequences as outlined in the school's Student Wellbeing and Engagement and Bullying Prevention policies.

REVIEW PERIOD

This policy was updated in 2019 and is scheduled for review in 2020

Endorsed By	Hallam Primary School Council
Endorsement Date	15.08.2019
Date Reviewed	2019
Responsible for Review	Principal / Curriculum Coordinator
Review Date	2020