



DAPTO PUBLIC SCHOOL

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Device and Technology Usage Policy

At Dapto Public School (DPS) we recognise the growing presence and importance of electronic devices in today's world, especially when accessing information and program platforms for learning. This policy aims to guide students, parents and staff in the appropriate and responsible use of electronic devices within the school premises. By promoting a balanced approach, we aim to maximise the educational benefits while ensuring the safety and well-being of our students. We also seek to develop cooperative partnerships between school and home in order to effectively guide and educate students in online safety and responsibility.

Purpose

The primary purpose of this policy is to establish guidelines for the use of electronic devices to enhance learning and minimise potential distractions. We aim to foster digital citizenship skills, promote responsible device use, and ensure a safe and inclusive learning environment.

Scope

This policy applies to all students on school premises, and at school-sponsored events, unless otherwise stated.

Permitted Devices

- a) Permitted devices for learning at DPS include:
 - a. **Tablets** (iPad, Android)
 - b. **Laptops** (Windows, Mac, Chromebooks)
 - c. **Hybrid touch devices** (flip screen laptops, Chromebooks)
- b) All above permitted devices should be age-appropriate, with their use aligning with the curriculum needs of the school.

Restricted Devices

- a) Devices not permitted in classrooms at DPS include:
 - a. **Mobile phones**
 - b. **Smartwatches** with text or voice communication options
 - c. **Game consoles**
 - d. Other unidentified devices with cameras or recording equipment.
- b) If any of the above devices are brought to school, they will need to be handed to the school office prior to entering the playground for safekeeping throughout the day. These are to be picked up from the school office at the end of the school day. Failure to comply will result in disciplinary action in line with **DPS Wellbeing Policy**.
- c) Restricted devices used during school hours will be confiscated. Parents/carers will be responsible for collecting confiscated devices from the school.

Acceptable Use

- a) Students may use permitted devices:
 - a. With explicit permission from a teacher or staff member
 - b. Strictly for purposes as directed by the teacher.
 - c. In designated areas, such as the classroom, as specified by supervising teachers.

- b) Devices should be used responsibly, respectfully and without disrupting the learning environment or the rights of others.
- c) Devices are not to be used for communication through voice, text or video during school hours. This includes:
 - a. Communication between students, and
 - b. Communication with parents/family/friends off-site
 - i. All communication **from** parents/carers to students, within school hours, is to be through the school office, via a phone call or email. Any messages will be forwarded to students. Likewise, important information **to** parents/carers will be communicated through the school office via online school applications and/or note home. Staff may also phone or email parents directly if applicable.
- d) Students are responsible for any content brought onto school grounds that already exists on their device. Parents and students are to ensure any content that is not appropriate for school be removed before bringing the device onto the premises.
- e) Students must have a current **DPS Device and Technology User Agreement** in place, signed by a parent or carer at the beginning of each school year, in order for students to be permitted to use their device to access the internet at school.
- f) **Legally, students under the age of 13 should not be using social media.** Therefore, students at DPS are not permitted to access **any** social media platforms while at school. Using social media at school in any form, via messaging or video recording, will be viewed as a serious violation of the **DPS Device and Technology Usage Policy** and will incur immediate consequences, in line with **DPS Wellbeing Policy**.

Device Care and Responsibility

- a) Students are responsible for the proper care and maintenance of their own devices.
- b) Devices should be enclosed in a case, or safety cover, to avoid unnecessary wear during use and transit to and from school.
- c) When not being used in class, student devices must be kept in their bag when arriving, moving within and leaving school premises.
- d) DPS is not responsible for any damage, loss or theft of personal electronic devices brought to school.

Supervision and Monitoring

- a) Teachers and staff will consistently monitor device usage to ensure compliance with this policy and maintain a safe learning environment.
- b) Teachers and staff will ensure that devices and approved applications will be used for educational purposes. Recreational use of devices will only be permitted under previous agreement with parents/carers, in line with learning or behaviour management plans or in communicated exceptional circumstances. Applications used under these conditions will be in line with **DPS Device and Technology User Agreement**.
- c) All internet usage through student devices must be through the Department of Education's Network at DPS.
 - a. The Department utilises a firewall that blocks inappropriate and potentially dangerous content, catering specifically for K-6 students.
 - b. Devices using cellular data are in breach of this policy as DPS cannot guarantee the device's or the student's safety when accessing the broader internet.
- d) Students are not permitted to bring or use personal devices during excursions, school carnivals and other school events unless otherwise notified by staff and under specific educational circumstances. Failure to comply will result in disciplinary action in line with **DPS Wellbeing Policy**. Devices brought to excursions, carnivals and school events will be confiscated. Parents/carers will be responsible for collecting confiscated devices from the school.

Consequences of Misuse

- a) Violation of this policy will result in immediate consequences in accordance with the ***DPS Wellbeing Policy***.
- b) In addition, students may also receive the following:
 - a. Confiscation of their device for a set time period within the day, or until the end of the school day
 - b. A short suspension of internet access with the DET network
 - c. Longer periods of device restriction at DPS
- c) The consequences of misuse will be decided upon by staff and executive and will reflect the nature of the offense.

Review and Amendment

The rapidly changing nature of technology and its applications necessitates regular revision of ***DPS Device and Technology Use Policy***. As such:

- a) This policy will be reviewed periodically to ensure its effectiveness and amended as necessary.
- b) Any proposed changes will be communicated to students, parents and staff in a timely manner.