

INTERNET AND DIGITAL TECHNOLOGIES Brunswick South Primary School

Policy Implementation Date	Review Date	Responsible for Review
November 2017	November 2020	Policy Subcommittee

Policy Statement:

Digital technologies which include the internet are an everyday part of society and are used on a daily basis by most adults and households. BSPS recognises the value that digital technology can bring to the learning environment as a tool to aid in the delivery of curriculum. Additionally BSPS believes that it is important to equip students with skills in using and understanding technology including the safe use of technology and digital media such as the internet.

Aims:

- To define what is meant by Internet and Digital Technologies and Digital Learning
- To articulate BSPS philosophy and approach to using digital technologies as part of the school learning environment
- To articulate BSPS role and expectations regarding appropriate and respectful use of internet and digital technologies including the requirement to complete and commit to an Internet and Digital Technologies Use Agreement.
- To articulate BSPS rules regarding student personal use of internet and digital technology equipment including personal mobile phones

What are Digital Technologies?

Digital technologies are electronic tools, systems, devices and resources that generate, store or process data. These include social media, online games and applications accessed via the internet, multimedia, productivity applications, cloud computing, interoperable systems and mobile devices.¹

The common digital technology infrastructure that BSPS students will come into contact with through their school learning or personal use are computers, iPads, digital mobile phones, telephones, digital cameras, video cameras, the internet, and computer programs, software and digital applications.

¹ <http://www.education.vic.gov.au/school/teachers/support/Pages/elearningcurriculum.aspx>

What is Digital Learning?

Digital learning is any type of learning that is facilitated by technology or by instructional practice that makes effective use of technology. Digital learning occurs across all learning areas. It encompasses the application of a wide spectrum of practices including:

- problem solving and logical reasoning (computational thinking)
- developing technical skills in using digital technology
- understanding safe and secure digital practices
- using technology to connect, collaborate and create.

Not all aspects of digital learning require the use of technology, and there are many examples of powerful learning activities that develop skills consistent with digital technologies curriculum through unplugged learning activities.²

BSPS philosophy and approach to using Digital Technologies as part of the school learning environment

BSPS recognises that literacy means more than just the ability to read, write and be numerate. In our increasingly technology enabled world it also involves the ability to use and communicate in and with a diverse range of technologies. Students need specific knowledge and skills to master current and emerging technologies in order to participate effectively in a society that is increasingly dependent upon technology.³

Additionally digital technology provides opportunities to enhance effective ways of thinking including problem solving, reasoning and creativity. Digital technology learning can enrich the student learning experience and outcomes across all areas of curriculum.

Digital technologies will be utilised as tools to support innovative delivery of curriculum. Use of digital technologies will be informed the Digital Technologies curriculum⁴.

The principles that will guide use of digital technologies as part of curriculum delivery and student learning in BSPS are:

- To employ digital technologies as strategic tools to enhance teaching and student learning
- To align digital learning with current curriculum
- To recognise that digital technology learning provide opportunities and environments to promote children's critical thinking skills
- To ensure digital technologies are used as tools to support particular learning styles
- To provide all students with fair and equitable access to digital technology and learning skills

² <https://www.digitaltechnologieshub.edu.au/school-leaders/set-the-culture>

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³ [Australian Curriculum – Digital Technologies](#)

- To empower students to manipulate and use digital technologies in effective, safe, inclusive and responsible ways in accordance with the Internet and Digital Technologies Safe Use Agreement (Attachment A)
- To enable students to critically engage, collaborate and create with digital media or within online environments
- To enhance student capacity to be part of local and global communities
- To support and recognise that adequate and ongoing professional development is essential to the successful implementation of digital technology learning
- To ensure digital technology is used safely and responsibly
- Students and parents will agree to BSPS guidelines for the use of Internet and Digital Technologies within the school by completing the Internet and Digital Technologies Safe Use Agreement (Attachment A)

BSPS role and expectations regarding appropriate and respectful use of Internet and Digital Technologies

All students and families are required to complete an Internet and Digital Technologies Safe Use Agreement (Attachment A). Parents will be asked to complete it upon enrolment of their child and all students will be asked to complete it via a classroom session conducted at the beginning of each year as a part of the "Start Up Program".

The Internet and Digital Technologies Safe Use Agreement articulates the BSPS expectation that BSPS users of Digital Technology agree to be safe, responsible and ethical users by:

- communicating respectfully when using digital technologies
- protecting personal information when using digital technologies
- respecting themselves and others when using digital technologies

BSPS leadership and teachers will establish safe environments for the use of digital technologies (including appropriate systems set-up and support, firewalls, restrictions settings, malware, etc.) and will monitor the student use of digital technologies at school.

The school leadership team and teachers will educate students to be safe and responsible users of digital technologies and will work together to address any situations of bullying (including cyber bully).

BSPS will discuss with students and their parents where students are found to be using digital technologies inappropriately. This may also involve disciplinary action.

BSPS will report to the appropriate authority any online activities that are illegal.

BSPS rules regarding student personal use of Internet and Digital Technology equipment including personal mobile phones

BSPS recommends that students do not bring valuable personal items to school. There should be no need for students to bring in personal digital technologies such as computers, iPads, cameras or other such equipment. Where a student believes it would be beneficial to bring in a digital technology item from home for a specific learning project this can be discussed with the teacher.

Mobile phones have become an important and invaluable part of our modern lifestyle. The school understands that there are times when possession of a mobile phone can provide a sense of safety and security while travelling to and from school. If a mobile phone is required for the reasons of safety for travelling to and from school the child will be required to deliver the phone to the School Office for safe keeping until the end of the school day.

Parents and students are advised that in bringing mobile phones to school, they are doing so at their own risk and must comply with this policy and the Mobile Phone Code of Practice (Attachment B).

Mobile phones are unnecessary during school hours as a method of communicating with students. The school will always pass on important messages to students throughout the day. This can be done by phoning the School Office and requesting that a message be given to the child.

No mobile phones are to be taken on excursions.

Mobile phones are not permitted in classrooms as they may be misused in a school environment by becoming an interruption or distraction in class; used for unsupervised or inappropriate photography; or as tool for bullying or other inappropriate behaviour.

Any student found to be using a mobile phone in an inappropriate manner e.g. bullying, inappropriate photography or texts, will have the phone confiscated and returned to the parent. The student would also be subject to disciplinary action.

Evaluation:

This policy will be reviewed as part of the school's three year review cycle.

Resources

- Digital Technologies Curriculum (Federal Department of Education and Training; Education Services Australia (A company owned by all Australian Education Ministers to support delivery of national priorities and initiatives in the schools, training and Higher Education sectors)
<https://www.digitaltechnologieshub.edu.au/>
- Digital Technologies Curriculum (Victorian Department of Education and Training)
<http://www.digipubs.vic.edu.au/>

- Computer Science Unplugged
 - <http://csunplugged.org/>
- Safe and Responsible Use of Digital Technologies (Victorian Department of Education and Training)
<http://www.education.vic.gov.au/school/teachers/support/Pages/safeandresponsibleuse.aspx>

Related Documents:

- Anti-Bullying (including cyber bullying) and Anti- Harassment Policy
- Student Engagement Policy
- Duty of Care Policy

Attachments:

- Attachment A: Internet and Digital Technologies Safe Use Agreement template
- Attachment B: Mobile Phone Code of Practice

Attachment B

Mobile Phone Code of Practice:

I agree to abide by the following rules when I bring my mobile phone to school:

1. When I bring my mobile phone to school I will turn it off and hand it to the office staff before the start of school each morning. The mobile phone will be locked away securely and returned to me at the end of the day.
2. I will not have access to my mobile phone during school hours and any phone calls that need to be made are to be made through the General Office. If anyone needs to contact me during the school day they are to phone the General Office and leave a message.

Outside of school hours of 9am to 3.30pm, while I am on school property I understand that the following rules apply:

- I do not give out the personal details of another person.
- I do not give out phone numbers without the permission of the person or people concerned.
- I only send sms/picture/video/voice messages or make phone calls that use appropriate language.
- I always have a person's permission when taking a photograph or making video or voice recordings.
- I do not send any type of message or make phone calls that are unpleasant or that are meant to frighten or upset another person.
- I report to a teacher or my parent or guardian any SMS/picture/video messages or phone calls that are unpleasant or make me feel uncomfortable in any way.
- I understand that breaches of the mobile phone code of practice may result in my being forbidden from bringing my phone to school.

Student/Parent Mobile Phone Usage Agreement

I _____

Agree to abide by the School's mobile phone code of practice. I understand that if I breach any of these rules I may lose the right to bring a mobile phone to school.

Student name: _____

Student signature: _____ Date: _____

Parent name: _____

Parent signature: _____ Date: _____