



Kentlyn Public School

Digital Technology Procedures 2019 -

Information and Communication Technology (ICT) is transforming our society; from the means by which we gain access to information; to our methods of communication, networking and collaboration; and how we manage our daily lives. The extent of its impact on education is yet to be fully realised, but it is proving to be a very powerful learning tool.

Kentlyn Public School is committed to continuing to create a 21st century learning environment that will aid our students in becoming self-directed learners, collaborative team players, and information producers as well as information consumers.

The Ipads, computers, laptops and XO laptops can enhance and enrich learning opportunities at school. Kentlyn Public School is committed to allowing responsible, learning-centred use of the digital technology so as to provide as many pathways to understanding as possible for our students. **Students are not required to bring their own devices to school as they will be allocated a device within their class.**

Our aim is that these digital devices will enhance the education your child already receives. We continue to value face to face discussion and debate and the interaction between people. We continue to expose students to a wide variety of texts and literature and educational material, even though the transition may be towards eBooks.

Teachers plan innovative learning experiences for their students and will continue to receive professional learning opportunities in the area of ICT, specifically in regards to robotics. Lessons will not always be directed at using the devices but there will be ample amount of opportunity for the device to be used as a learning tool at the teacher's discretion.

General Information

All digital devices will be running with our filtered wireless network that already exists within our school. Students will be using our Department of Education Schools network and sign in with their assigned username and password.

There is no need for your child to be bringing any other devices to school, and if they do, the policy will still remain that they take them to the office as soon as the student enter school grounds and pick them up when school finishes.

Access to the use of the any digital technology at Kentlyn Public School is a privilege, not a right.

Any use of the wireless network entails personal responsibility and compliance with all school expectations. All users shall be required to acknowledge receipt and understanding of all administrative regulations governing the use of the system and shall agree in writing to comply with such regulations and guidelines. If at any time these expectations are not followed the classroom teacher/executive/principal will be implementing various consequences, depending on the circumstances. **The principal will make the final decision on the outcome of each consequence.**

Guidelines for Use

Use of any digital device during the school day is at the discretion of teachers and staff.



Students must use devices as directed by their teacher. Non-educational games, social media sites and other programs on the device are not to be accessed at school anytime unless specifically requested by the teacher.

Students shall make no attempts to by-pass the school's network security and/or filtering policies. This includes setting up proxies and downloading programs to bypass security.

Students shall not distribute pictures or video of students or staff without their permission (distribution can be as small as emailing/texting to one other person or as large as posting image or video online).

Digital devices will be stored appropriately in the student's classroom or in the library when not in use. **They are not permitted to be used at recess or lunch time or before and after school.**

Consequences for Misuse/Disruption- (One or more may apply):

Device taken away for the lesson

Device taken away for a period of time

Disciplinary Referral resulting in principal/executive making a decision. Please note that the principal's decision on any of the consequences will be final.

School Liability Statement

Students are expected to be responsible for their digital device, its upkeep and protection. **It is also expected that if the student has shown lack of responsibility in the digital device or storage that the parents/carers of that child may be asked to replace the device.**

All digital devices are to be used for learning related activities only, in a manner consistent with school policies. No unacceptable material may be produced, stored, displayed, broadcast, communicated shared or distributed via the Kentlyn Public School wireless network. **Devices must not be used to bully, harass, defame, ridicule or harm another member of the school or damage the school reputation in any way.** The school will supervise the use of the digital devices in every way possible. The school reserves the right to inspect a student's device if there is reason to believe that school expectations have been violated.

Parent and Student Agreement for the use of Digital Devices at Kentlyn Public School

Any parent permitting their child to use a digital device in accordance with this agreement at Kentlyn Public school must read, sign and return this agreement to the school.

I understand and agree to abide by the Digital Device agreement and other associated policies. I further understand that violations may result in loss of my network and / or device privileges, and possibly other disciplinary or legal action.

Student's Name: _____ **Class:** _____

Student Signature: _____ **Date:** _____

As a parent/carer I understand that my child will be responsible for abiding by the above procedures and agreement. I have read and discussed this with them and they understand the responsibility they have while using their digital device. In the event that he/she violates this agreement, the school may confiscate and inspect the device and appropriately discipline my child in communication with me.

Parent/Carer's Signature: _____ **Date:** _____