NSW Department of Education 

# Wakehurst Public School

Digital devices and online services plan

## Purpose and scope

This plan outlines our school’s approach to managing student use of digital devices and online services to ensure safe, responsible and respectful use of these. It covers student use of digital devices and online services in school-related settings, including both school-provided and personal devices and services.

Digital devices and online services are an important part of everyday life, shaping the way children and young people learn, communicate, work and play. Learning environments should support students to develop technological, social and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments and prepare students for life beyond school.

For mobile phone management, see the [Student Use of Mobile Phones in Schools](https://education.nsw.gov.au/policy-library/policies/pd-2023-0480) policy.

### Definitions

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| Term | Definition |
| Digital devices | include laptops, tablets, wearable technology (such as smartwatches and headphones) and other devices that can receive, store, process and share digital information and connect to applications (apps), websites and other online services  For mobile phone management, see the [Student Use of Mobile Phones in Schools](https://education.nsw.gov.au/policy-library/policies/pd-2023-0480) policy. |
| Educational purposes | any use approved by school staff that supports student learning, wellbeing and educational outcomes |
| Online services | include digital classrooms, chat and messaging, online games, virtual reality, interactive online learning activities, social media and other online spaces |
| School-related settings | include school grounds, school-related activities and outside of school where there is a clear and close connection between the school and the conduct of students, such as excursions and camps. This connection may exist in situations where: there is discussion about school taking place outside of school hours; a student is wearing their school uniform but is not on school premises; a relationship between parties commenced at school; students are online in digital classrooms; and where online contact has flow on consequences at school and duty of care requires the school to respond once an incident is reported |

## Our school approach

### Using digital devices and online services for educational purposes

Wakehurst Public School uses a range of digital devices and online services in order to provide students with an innovative and engaging approach to their learning. Students in Kindergarten to Year 3 are provided with devices at school to use for the purpose of learning.

### Bring your own device program

Students in Years 4, 5 and 6 participate in the Bring your own device (BYOD) program, which involves students purchasing or hiring a Chromebook to use at school. Further information about BYOD is provided throughout the year to families of relevant students.

### Inappropriate use of digital devices and online services

Students using digital devices inappropriately during school hours will have their behaviour addressed in line with the school’s student behaviour policy and the PBL approach to reflecting on behaviour and communicating with parents. Students who repeatedly engage in activities, using the school’s ICT network, that result in copyright infringement may have their ICT network access privileges suspended by the department.

Students are not permitted to use or wear any digital device with its own network connectivity at any time during school hours. Any students wearing digital devices such as smart watches (including but not limited to *Kidsoclock, Space Talk, Pixbee*) will be asked to remove the device, turn it off, and store it in their bag for the remainder of the school day. Mobile phones must not be turned on at school in line with the [Student Use of Mobile Phones in Schools](https://education.nsw.gov.au/policy-library/policies/pd-2023-0480) policy.

### Medical or wellbeing exemptions to digital device use

Students with medical or wellbeing reasons to access digital devices in school hours will be considered on a case-by-case basis and granted when required by law or at the principal’s discretion. This may include health monitoring reasons such as diabetes.

### Reasonable adjustments for students with disability

An exemption from parts of this policy or the school procedure can be requested from the principal by parents, carers, school counsellors and other student support staff, and, if required, students themselves. This may cover times when or places where use would otherwise be restricted. Except where required by law, the school principal has discretion to consider and approve exemptions and to choose which parts of the school procedure the exemptions will apply. The exemption may be ongoing or for a certain time period. Some students require reasonable adjustments to their learning and support needs under the Disability Standards for Education 2005. A disability may include a medical condition impacting a student.

## Our communication approach

Students will be informed about this approach through their class teacher.

Parents and carers will be informed:

* through the school newsletter
* on the school website <https://wakehurst-p.schools.nsw.gov.au/>
* through messaging via SchoolByes as needed.

## Handling complaints

If a student, and parent or carer has any complaints relating to this strategy, the first step is to follow the school’s complaints process. If the issue cannot be resolved, they should access the [Making a complaint about our schools](https://education.nsw.gov.au/content/dam/main-education/inside-the-department/student-and-parent-experience/Making-a-complaint-about-our-schools.pdf) guide.

The department’s [Complaints Handling](https://education.nsw.gov.au/policy-library/policies/pd-2002-0051) policy also provides further information and support for both the school community and staff.