

# Digital Natives

## Policy Scope

The policy relates to students at ACC Southlands Ltd.

Staff should refer to the information provided in the Staff Handbook.

## Policy

The purpose of this policy is to outline the responsibilities of students in relation to their use of technology and the Internet on campus and how they communicate with each other via the Internet when they are on campus and when they are off campus.

All parents/guardians agree to comply with this policy on enrolment via the enrolment application.

## Guiding Principles

1. The school encourages the ethical integration of technology into all key learning areas
2. The school encourages students to use the tools that they have to be creators of original content (not just consumers)
3. The school encourages students to take responsibility for their communication and actions online knowing that everything online is remembered and never deleted.
4. The school encourages students to use a device for use at school (BYOD), that is purchased by their parents/guardians.
5. When a device is used at school, the school has the right to detain or inspect the device in the event that there is an alleged breach in this policy. The school may also turn over the device to the WA Police.

## Student Access to Technology On Campus

1. Students have a school generated username and password to access the network

## Student Responsibilities with Technology

1. Students have the responsibility to treat others with respect in their actions and in their communication both on campus and off campus through the school's digital systems and also through social network of their choice.
2. Students have the responsibility to adhere to the school's Student Handbook and the Discipline Policy when they use technology and communicate online. As a student of the school - this applies to every website, app and/or mode of communication that they choose to use regardless of where and when this occurs.

## How should students use their own learning device at school?

1. Students are reminded that the primary purpose of their own learning device at school is to help them to achieve the goals of the learning program.
2. Students should make sure that their device is charged and updated before coming to school.
3. Students should make sure that they have the apps and access required before coming to school.

4. All personal devices on campus are subject to confiscation and search by staff.
5. Students are reminded that all network activity and internet activity is logged.

**What happens if my device is broken by myself or someone else on campus?**

1. Students should not lend their devices to other students.
2. The responsibility of the physical safety of the device remains with the student at all times.
3. The school is not responsible for damage caused to the device while it is on campus or if the device is lost in transit.
4. Students should have a cover that is suitable for use at school and suitable insurance.

**How should students use a learning device owned by the school?**

1. Students should only use the Guest-Account on learning devices owned by the school
2. Students may not alter the learning devices operating system, apps or other core software

**How do students use the Internet on campus?**

1. Students must use their own NetBox Blue username and password to access the Internet
2. Students are reminded that all Internet usage is logged by the school and it may be used as part of an investigation.

**What should students do with their mobile phones while on campus?**

1. Students should keep mobile phones in their bags and they should only be used in transit to and from school.
2. Students may not use their mobile phones during class (unless directed by their teacher) or in-between classes or during recess and lunch.
3. If a student needs to use their phone for any reason during these times they should ask the permission of the teacher.
4. Media captured on mobile phones and/or other mobile devices is subject to all college policies.
5. The college reserves the right to retain the device for the purpose of investigating student behaviour.

**What should students record when they are on campus?**

1. No recording is to be made on campus by students unless it is authorised by your teacher.
2. All footage captured is subject to the school's policies and procedures.
  - a. For example: If you record a student making fun of another student you are in breach of the school's policies.
  - b. For example: If you secretly record someone without them knowing then you are in breach of this policy.

**How should students use social media?**

1. Students are reminded that there are terms & conditions that govern the use of social media websites.
2. Students should use social media in consultation with their parents and guardians.
3. Students who choose to use social media are reminded that the policies and procedures of the school remain in effect whether they are on campus or whether they are off campus.
  - a. For example: If you choose to cyber-bully someone using a social network of your choice you are in breach of this policy and the Discipline Policy.
4. Students are reminded that in some cases offenses may be referred to the WA Police as per the Discipline Policy.

**Policy Review**

On change of legislation or at the discretion of the School Board of ACC Southlands Ltd.

**Policy Version**

4.0