



## Digital Technologies Policy

### Rationale

Lockleys North Primary School recognises that Digital Devices add value to teaching and learning. However, within the confines of the school environment their use has the potential to be disruptive when it undermines the integrity of an individual's right to privacy, adversely affects the quality of teaching and learning, and interferes with the efficient operation of the school. Digital Devices equipped with cameras and video capabilities, text messaging and e-mail can be used inappropriately but it is also recognised that they may have value to the learning process when used appropriately.

### Students

1. Chromebooks (Year 3-7) are to be brought to school and used as a part of everyday learning. Please see the [Acceptable Use Policy for Digital Devices Policy and Agreement and Student and Parent Chromebook Information](#) for further information.
2. Students are not encouraged to bring Mobile Phones to school. Phones and devices that are brought to school are the responsibility of the owner. **The school will not take any responsibility for damage, loss or theft.**
  - a) Phones and devices that are brought to school are to be:
    - o Turned off and kept out of plain sight in students' bags
    - o May not be used at any time
3. Consequences for the inappropriate use of phones and devices such as disrespect for privacy, harassment or illegal activity by students shall be in accordance with the school Behaviour Education Policy and may include:
  - 1) **Initial offence:** verbal warning and parent/guardian notification.
  - 2) **Subsequent offences:** confiscation of phone and office withdrawal. Arrangements will be made with the parent for the phone/digital device to be collected.
  - 3) **Repeat offences:** may be considered as disruptive and defiant behaviour and may result in student suspension.

**Parents are requested not to contact students by mobile phone. If parents need to urgently contact a student they are to follow normal procedure and contact the school who will then contact and support the student as necessary.**

### Staff

Teaching and support staff have access to a school mobile phone when required for excursions and camps. All users are to switch their phones to mute or discreet when in buildings, including meetings, interviews and classrooms, unless prearranged with the Leadership Team. Both incoming and outgoing calls are not acceptable during class teaching and learning times unless prior arrangements have been made with the Leadership Team.

### Parents, visitors and contractors

All users are requested to switch their phones to mute or discreet when in buildings, including meetings, interviews and classrooms. All parents and visitors are requested to take and make mobile calls outside teaching and learning areas.

