PURPOSE
To ensure that all students and members of our school community understand:
   i.   Our commitment to providing students with the opportunity to benefit from digital technologies to support and enhance learning and development at school, including our Lenovo 1:1 laptop program from Years 3 to 6.
   ii. Expected student behaviour when using digital technologies including the internet, social media, and digital devices (including computers, laptops, tablets)
   iii. Dorset PS' commitment to promoting safe, responsible and discerning use of digital technologies, and educating students on appropriate responses to any dangers or threats to wellbeing that they may encounter when using the internet and digital technologies
   iv. Dorset PS' policies and procedures for responding to inappropriate student behaviour on digital technologies and the internet

SCOPE
This policy applies to all students at Dorset PS.

DEFINITIONS
For the purpose of this policy, "digital technologies" are defined as being any networks, systems, software or hardware including electronic devices and applications which allow a user to access, receive, view, record, store, communicate, copy or send any information such as text, images, audio, or video. This includes, but is not limited to; school leased/owned devices and privately owned smart devices including smart watches, mobiles phones, tablets and GPS/WIFI activity trackers.

POLICY
Vision for digital technology at our school
At Dorset PS, we support the rights of all members of the school community to be provided with and engage in a safe, inclusive and supportive learning environment. This extends to the use of digital technologies and online communities and is underpinned by our expectation of safe and responsible behaviour of all members of the school community.

Through increased access to digital technologies, students can benefit from enhanced learning that is interactive, collaborative, personalised and engaging. Digital technologies enable our students to interact with and create high quality content, resources and tools. It can facilitate personalised learning tailored to students' particular needs and interests and transforms assessment, reporting and feedback, driving new forms of collaboration and communication.

Leasing Lenovo 1 to 1 ThinkPad Laptop Program (Year 3 to 6)
The 1:1 Lenovo Laptop Program allows students to lease a Lenovo ThinkPad through Dorset PS for educational purposes following a standard leasing agreement. The Lenovo ThinkPad (laptop) is owned by Dorset PS (lessor) and is leased by the parent/guardian (lessee) with sole use of the device assigned to the student. During the school term the device remains at school for daily use. All devices are locked securely when not in immediate use.

At the end of the four-year lease period following the conclusion of the payment instalments, ownership transfers to the parents/guardian and the device may be taken off school grounds permanently following the official handover procedure.

If payment instalments are in arrears when the lease agreement is finished, the lessee (student, parent/guardian) will return the laptop to the lessor (Dorset PS) in good working order, including all accessories and components.

iPad Program (Foundation to Year 2)
Students are provided with school-owned iPads in the classroom to integrate ICT into the curriculum using educational programs such as Reading Eggs, Matific, Mathletics, Mathseeds etc.

Literacy Resource Centre
Students participate in the Digital Technologies program, utilising iPads to support their learning of the Digital Technologies curriculum. Students may also engage with other forms of digital technology in addition to iPads.

Acceptable use of digital technologies
Digital technology, if not used appropriately, may present risks to users' safety or wellbeing. Dorset PS is committed to supporting students to be safe, responsible and discerning in the use of digital technologies.

Dorset PS will:
- Provide learning-centred educational and developmental opportunities for using digital technologies at the exclusion of all other uses within the classroom.
- Supervise and support students using digital technologies in the classroom;
- Effectively address any issues or incidents that have the potential to impact on the wellbeing of students;
- Educate students about digital issues such as online privacy, intellectual property and copyright, and the importance of maintaining their own privacy online;
- Have an Acceptable Use Agreement outlining the expectations of students when using digital technology at school
- Educate students on appropriate responses to any dangerous activity that they may encounter when using the internet and other digital technologies;
- Provide a filtered internet service to block access to inappropriate content;
- Refer suspected illegal online acts to the relevant law enforcement authority for investigation;
- Support parents and carers to understand safe and responsible use of digital technologies and the strategies that can be implemented at home.

Responsibilities
- Distribution of school owned devices to students and personal student use of digital technologies at school will only be permitted where students and their parents/carers have completed a signed Acceptable Use Agreement. (see Appendix)
- It is the responsibility of all students to protect their own password and not divulge it to another person. If a student or staff member knows or suspects an account has been used by another person, the account holder must notify the appropriate class teacher immediately.
- All messages created, sent or retrieved on the school's network are the property of the school. The school reserves the right to access and monitor all messages and files on the computer system, as necessary and appropriate. Communications including text and images may be required to be disclosed to law enforcement and other third parties without the consent of the sender.

Student expectations
When using digital technologies, students are expected to behave in a way that is consistent with Dorset PS' policies.

When a student acts in breach of the behaviour standards of Dorset PS, including in instances of cyberbullying, using digital technologies to harass, threaten or intimidate, or viewing/posting/sharing of inappropriate, unauthorised or unlawful content, Dorset PS will institute an appropriately staged response, consistent with standard school policies and procedures, and the DET's *Student Engagement and Inclusion Guidelines.*

Breaches of this policy by students can result in a number of consequences which will depend on the severity of the breach and the context of the situation. This includes:
- Removal of network access privileges
- Removal of email privileges
- Removal of internet access privileges
- Removal of printing privileges
- Other consequences as outlined in the school policy

REVIEW CYCLE
This policy was last updated in August 2020 and will be reviewed again in August 2021.