

USE OF PERSONAL ELECTRONIC DEVICES (PEDS) IN SCHOOLS POLICY

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1. What is this about?

1.1 This policy provides a framework for schools to support student use of personal mobile electronic devices (PEDs) at school.

2. Policy Statement

2.1 ACT Public School students may bring personal electronic devices (PEDs) to school to support their learning.

2.2 The use of PEDs is to deepen and enrich personalised, student-centred learning.

2.3 Schools must implement strategies to ensure students can utilise PEDs to fully participate in learning activities.

2.4 Schools must consult with their communities prior to implementation of this policy and Schools are responsible for assessing the readiness of their school community when implementing the policy.

2.5 There is no single PED endorsed for sole use in schools. Schools will consult with their communities about PED preference and usage, timing of the transition to the use of PEDs, which year groups will be participating and to ensure equity for all students.

2.6 The use of PEDs at schools will be governed by this policy and the operational guidelines set out in the Directorate's *Communities Online: Acceptable Use of ICT – Parent and Student Guidelines* as well as the *SchoolsNET Operational Guide*.

2.7 Prior to bringing their own PEDs to schools, staff, students and parents are required to be familiar with this policy and the *Communities Online: Acceptable Use of ICT – Parents and Students policy*.

2.8 The *Use of Third Party Web-based Education Services Guidelines and Mandatory Procedures* document outlines the responsibilities of schools, staff, students and parents when accessing third party websites for educational use.

3. Who does it apply to?

3.1 This policy applies to all ACT Government school staff, all those enrolled to attend a school, course or program administered by the Directorate and those members of the school community, such as parents and carers.

4. Context

4.1 This policy provides a framework for schools to support student use of personal mobile electronic devices at school utilising connection to SchoolsNET, the Directorate's Wi-Fi network and to enable greater access to the Directorate's online systems and services.

4.2 Guidelines outlining the use and management of PEDs in schools are contained in *the Communities Online: Acceptable Use of ICT – Parent and Student Guidelines* and the *SchoolsNET Operational Guide*. These documents for internal use will be regularly updated.

5. Responsibilities

5.1 The Directorate is responsible for the monitoring of its computer systems to ensure the ongoing confidentiality, integrity and availability of services.

5.2 The Principal is responsible for aligning the school's use of PEDs approach to this policy, operational guidelines, related policies and current legislation, while ensuring appropriate consideration of possible risks. These include equity, health, safety, diversity of devices, privacy, security and their school community needs.

5.3 Students are responsible for abiding by the school's policy and the terms of the *Acceptable Use of PEDs Student Agreement*.

5.4 Students and their parents must complete and return a signed Acceptable Use of PEDs Student Agreement before students can participate in the school's use of PEDs program.

5.5 Students are responsible for managing the battery life of their personal electronic devices and should ensure that devices are fully charged for the duration of the school day, before bringing them to school. Schools are not responsible for access to PED charging facilities.

5.6 Deputy Director-General, Organisational Integrity is the owner of this policy.

6. Monitoring and review

6.1 This policy will be reviewed three years after date of publication or earlier if necessary. The Deputy Director-General in charge of Information and Knowledge Services is responsible for initiating this review.

7. Contact

7.1 Where there are concerns regarding the application of this policy or the procedures themselves, people should contact the Principal in the first instance.

If further clarification is required;

- contact the Directorate's Liaison Unit on (02) 6205 5429 or ETD.Liaison@act.gov.au; or
- access the Directorate's *Complaints* policy, which is available on the [Directorate's website](#).

8. REFERENCES

8.1 Definitions:

- The Directorate refers to the ACT Education and Training Directorate.
- ICT Resources refers to the hardware, software, services and content and services provided by, or facilitated through the Directorate.
- A parent is a person with legal parental responsibility for the student. This includes carers and legal guardians.
- PEDs or Personal Electronic Devices refers to (but is not limited to) workstations, laptops, tablet devices and smart phones which are owned by individual users and brought to the school.
- Student(s) includes all those enrolled in years P-12 to attend an ACT public school, course or program administered by the Directorate.
- Schools refer to ACT public schools.

8.2 Legislation:

- The *Education Act 2004* states that all students have the right to receive a high quality education in an ACT school system based on the principles of equity, universality and non-discrimination.
- The *Education Act 2004* allows for the exclusion of students from school activities if their actions compromise the good order of the school or the safety or wellbeing of other students. This includes online activities.
- The *Information Privacy Act 2014* contains principles governing the collection, safeguarding, access to, use and disclosure of personal information.
- The *Work Health and Safety Act 2011* is a nationally consistent framework to secure the health and safety of workers (including students and volunteers) and workplaces (any place a worker goes or is likely to be while at work) by protecting workers and other persons against harm to their health, safety and welfare through the elimination or minimisation of risk arising from work.

8.3 Related Policies:

- Communities Online: Acceptable Use of ICT – Parents and Students policy
- ICT Management in Schools policy
- Electrical Equipment policy
- Providing Safe Schools P-12 policy
- Review of Decisions policy
- Complaints policy

8.4 Related Documents

- Personal Electronic Device Guidelines