



# Digital Learning (Internet, Social Media and Digital Devices) policy

## PURPOSE

To ensure that all students and members of our school community understand:

- (a) our commitment to providing students with the opportunity to benefit from digital technologies to support and enhance learning and development at school including our BYOD program
- (b) expected student behaviour when using digital technologies including the internet, social media, and digital devices (including computers, laptops, tablets)
- (c) the school's 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
- (d) our school's policies and procedures for responding to inappropriate student behaviour on digital technologies and the internet
- (e) the various Department policies on digital learning, including social media, that our school follows and implements

## SCOPE

This policy relates to the student use of the internet, social media and digital devices at BSSC. The following DET policy advice is also relevant and relate to student use of technology.

- [Cybersafety and Responsible Use of Digital Technologies](https://www2.education.vic.gov.au/pal/cybersafety/policy) (https://www2.education.vic.gov.au/pal/cybersafety/policy)
- [Digital Learning in Schools](https://www2.education.vic.gov.au/pal/digital-learning/policy) (https://www2.education.vic.gov.au/pal/digital-learning/policy) and
- [Social Media Use to Support Student Learning](https://www2.education.vic.gov.au/pal/social-media/policy) (https://www2.education.vic.gov.au/pal/social-media/policy).

Dated: November 2021

Person Responsible: ICT Infrastructure Coordinator

Endorsed by Principal: November 2021

Endorsed by College Council: NA

Review: November 2023

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K

## DEFINITIONS

For the purpose of this policy, “digital technologies” are defined as digital devices, tools, applications and systems that students use in connection with their school educational program and while at school; this includes Department-provided software and locally sourced devices, tools and systems.

## POLICY

### Vision for digital learning at our school

Competency in the use of digital technologies is a key skill required of students as they prepare for the workforce, further education and participation in a technologically advanced society and economy. The school supports ubiquitous, but balanced use of and access to digital technology through a BYOD program and a range of other ICT resources. The school uses a wide range of interactive, collaborative, personalised, engaging and transformative learning activities. Digital technologies can enable our students to interact with and create high quality content, resources and tools. It can assist with personalised learning tailored to students’ particular needs and interests and is a critical component of the school’s assessment, reporting and feedback procedures.

### Personal Devices at BSSC

Students are invited to bring a charged device to school each day to be used during class time for different learning activities. BSSC operates a Bring Your Own Device (BYOD) program. Details of the program is given here: <https://www.bssc.edu.au/enrolments/byod/>.

### Safe and appropriate use of digital technologies

Digital technologies, if not used appropriately, may present risks to users’ safety or wellbeing. At BSSC, we are committed to educating all students to use digital technologies in ways that respect the dignity of ourselves and others and promote full flourishing for all, equipping students with the skills and knowledge to navigate the digital world.

At BSSC, we:

- use online sites and digital tools that support students’ learning, and focus our use of digital technologies on being learning-centred
- use digital technologies in the classroom for specific purpose with targeted educational or developmental aims
- supervise and support students using digital technologies for their schoolwork
- effectively and responsively address any issues or incidents that have the potential to impact on the wellbeing of our students
- have programs in place to educate our students to be safe, responsible and discerning users of digital technologies
- educate our students about digital issues such as privacy, intellectual property and copyright, and the importance of maintaining their own privacy and security online
- actively educate and remind students of our Student Wellbeing and Engagement policy that outlines our School’s values and expected student behaviour, including online behaviours
- have an Acceptable Use Agreement outlining the expectations of students when using digital technologies for their schoolwork

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- use clear protocols and procedures to protect students working in online spaces, which includes reviewing the safety and appropriateness of online tools and communities and removing offensive content at the earliest opportunity
- educate our students on appropriate responses to any dangers or threats to wellbeing that they may encounter when using the internet and other digital technologies
- provide a filtered internet service at school 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 the safe and responsible use of digital technologies and the strategies that can be implemented at home through updates in our e-newsletter, our social media channels and on our website.

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.

All communications and files 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 communications and files on or through the school's system, as necessary and appropriate. Communications and/or files including text and images may be required to be disclosed to law enforcement and other third parties without the consent of the sender.

### Social media use

Our school follows the Department's policy advice on Social Media Use to Support Student Learning (<https://www2.education.vic.gov.au/pal/social-media/policy>) to ensure social media is used safely and appropriately in student learning and to ensure appropriate parent notification occurs or, where required, consent is sought.

### Student behavioural expectations

When using digital technologies, students are expected to behave in a way that is consistent with BSSC's Statement of Values, Student Wellbeing and Engagement policy, Bullying Prevention policy, and Acceptable Use Agreement.

- When a student acts in breach of the behaviour standards of our school community (including cyberbullying, using digital technologies to harass, threaten or intimidate, or viewing/posting/sharing of inappropriate or unlawful content), BSSC will institute a staged response, consistent with our student engagement and behaviour policies. as outlined in the school's Student Wellbeing and Engagement and Bullying Prevention policies.

## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Made available in hard copy from school administration upon request

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