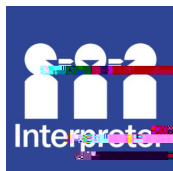


Digital Learning (Internet, Social Media and Digital Devices) Policy

1. Summary

Table 1 - Document details

Publication date	February 2023
Review date	February 2025
Related policies, procedures, guidelines, standards, frameworks	<p>The Department's Policy and Advisory Library (PAL):</p> <ul style="list-style-type: none">o Digital Learning in Schoolso Social Media Use to Support Student Learning <p>RSC's Statement of Values</p> <p>RSC's Student Wellbeing and Engagement Policy</p> <p>RSC's Bullying Prevention policy.</p>
Approved by	School Council
Approval date	February 2023
Version	2.0



Help for non -English speakers

If you need help to understand the information in this policy please contact the College on 9755 4555.

5.3 Office 365

Students and staff at the College will have access to the Office 365 suite, including common Microsoft Office applications as well as Microsoft OneDrive. Students and staff may only use their OneDrive for school related content. Under no circumstances are students and staff allowed to use their OneDrive for storage of sensitive or personal information and or inappropriate content. The use of Office 365 is governed by this policy and students must use it appropriately at all times.

5.4 Social media use

Our school follows the Department's policy on [Social Media Use to Support Learning](#) 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. Where the student activity is visible to the public, it requires consent.

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's Student Wellbeing and Engagement and Bullying Prevention policies.

5.11 Breach of Policy

All staff members have the responsibility to advise College Leaders that a user has breached the terms and conditions set out in the ICT Policy and Acceptable Use Agreement.

6. Monitoring, evaluation and review

The College reserves the right to amend or delete any part of this Policy at any point in time.

This policy was last updated in February a

- bring, store, transfer, download or display offensive or inappropriate material at school.
- Interfere with others' use of technology.
- be able to charge my device in class or at school.
- use my device at recess and lunch.

This Acceptable Use Agreement also applies during school excursions, camps and extra- curricular activities. I acknowledge and agree to follow these rules. I understand that my access to the internet and mobile technology at school will be