



Student Digital Device Policy

Policy to support Curriculum goals

Outcome statement

Pukekohe Hill School aims to provide the best environment possible for learning and teaching. Digital devices and learning tools can enhance and amplify learning and teaching, and allow students access to a variety of multimedia learning experiences. Allowing student-owned devices at school enables greater access to digital learning tools as well as creating stronger learning links between school and home.

Scoping

To enable all Year 5 and 6 students to bring approved personal digital devices to school for learning purposes and to clearly outline the responsibilities of each party.

Delegations

The principal is delegated day-to-day responsibility for ensuring that the student BYOD programme is implemented and expectations are made clear to all parties and enforced.

Expectations and limitations

- When a Year 5 or 6 student is enrolled at Pukekohe Hill School parents will be made aware of the school's position on students use of personal digital devices. Options of purchasing through the school's retail partners or using school devices will be explained.
- Only Chromebook devices may be brought to Pukekohe Hill School. The school does not accept any other personal devices onto its network. Only Chromebook devices will be accepted due to creating equity amongst students, ease of management, and technical support.
- The school will endeavour to provide access to school-owned devices for those students who do not have their own personal device.
- Digital devices will be used as part of the normal learning programme. Teachers will direct how these devices will be used to support learning.
- Parents/whanau/caregivers supplying an approved digital device for student use must first complete the Personal Device Agreement and the Responsible Use Agreement for Pukekohe Hill Students. The school will keep records for security reasons and will include records of the student's name, room number, device serial number, and model.
- Parents should record the serial number of the device and are responsible for its insurance, servicing, repairs, updates. The school does not accept any responsibility for damage or loss to student devices or peripherals - ie personal headphones, mouse, bag etc.
- Teachers will encourage the use of digital devices and students will be able to use digital devices to continue learning at home.
- The school reserves the right to deny the student the use of any digital device at school for any misuse that involves illegal, immoral, and inappropriate materials or applications, or impact negatively on school life or learning.
- The school can monitor activity and content on students' school-managed accounts for services such as Google's G-Suite.
- Mobile Phones. Students should not need to have mobile phones at school unless they are required for a personal out of school activity. If such a need arises, the cell-phone must be handed into the office on arrival to school for safekeeping and returned at home time. There are some watches that can also receive texts or phone calls. These need to be considered the same as cell-phones so will need to be handed into the office for safekeeping or that aspect of the watch disabled. The only exception is if this is required for the monitoring of ongoing medical needs.

Procedures/supporting documentation

Personal Device Agreement and the Responsible Use Agreement for Pukekohe Hill Students

Monitoring

Internal controls - Hapara accounts

Board Reports - Student device numbers

Reviewed: <i>March 2024</i>	Next review: <i>March 2027</i>
-----------------------------	--------------------------------
