NSW Department of Education

Annandale Public School

Digital devices and online services plan 2025

Purpose and scope

This plan outlines our school's approach to managing student use of digital devices and online services to ensure safe, responsible and respectful use of these. It covers student use of digital devices and online services in school-related settings, including both school-provided and personal devices and services.

Digital devices and online services are an important part of everyday life, shaping the way children and young people learn, communicate, work and play. Learning environments should support students to develop technological, social and emotional competencies. This support should maximise the benefits and minimise the risks of digital environments and prepare students for life beyond school.

For mobile phone management, see the [Student Use of Mobile Phones in Schools](#) policy.

Definitions

Term	Definition
Digital devices	include laptops, tablets, wearable technology (such as smartwatches and headphones) and other devices that can receive, store, process and share digital information and connect to applications (apps), websites and other online services
	For mobile phone management, see the [Student Use of Mobile Phones in Schools](#) policy.
Educational purposes	any use approved by school staff that supports student learning, wellbeing and educational outcomes
Online services	include digital classrooms, chat and messaging, online games, virtual reality, interactive online learning activities, social media and other online spaces
School-related settings	include school grounds, school-related activities and outside of school where there is a clear and close connection between the school and the conduct of students, such as excursions and camps. This connection may exist in situations where: there is discussion about school taking place outside of school hours; a student is wearing their school uniform but is not on school premises; a relationship between parties commenced at school; students are online in digital classrooms; and where online contact has flow on

consequences at school and duty of care requires the school to respond once an incident is reported

Our school approach

Using digital devices and online services for educational purposes

At Annandale Public School, students may use a digital device as a learning tool for research, collaborating with peers or other educational purpose with permission from their teacher. During class, the teacher will determine whether a digital device is the most appropriate learning tool for the task or activity.

For mobile phone management, see the For mobile phone management, see the [Student Use of Mobile Phones in Schools](#) policy.

Bring your own device program

Bring your own device (BYOD) is an optional program where parents or carers can provide personal digital devices for use at school. Personal devices are also covered under this policy.

At Annandale PS, the types of devices students may bring from home for the purpose of learning are limited to laptops and tablets.

While at school, digital devices must only use the school Wifi network and students are expected to charge their devices at home. At recess and lunch breaks, devices will be locked inside classrooms. On days when students must remain inside classrooms at break times, devices will be securely locked away. As per NSW Department of Education Policy, students are not permitted to use their own digital devices at other times, such as before or after school while on school grounds; or recess and lunch breaks, unless an exemption has been granted by the principal

Further information regarding specifications can be accessed at the link: [Recommended device specifications (nsw.gov.au)](#)

Wearable technology

Wearable technology, such as smart watches, are required to be set to school mode so that calls, messages, camera and electronic communication functions are disabled while children are at school or school related settings such as excursions or camps.

Inappropriate use of digital devices and online services

Students are expected to:

- be safe, responsible and respectful when using digital devices and online services and to support their peers to do the same.
- communicate respectfully and collaboratively with peers, school staff and the school community and behave in the ways described in the Behaviour Code for Students.

Inappropriate use of digital devices and online services will be managed in alignment with the school Student Behaviour Management Process.

If students and staff repeatedly engage in activities, using the school's ICT network, that result in copyright infringement then the department may suspend ICT network access privileges.

Medical or wellbeing exemptions to digital device use

Exemptions to this plan may apply to some students and will be considered on a case-by-case basis and granted when required by law or at the principal's discretion.

Reasonable adjustments for students with disability

Some students require reasonable adjustments to their learning and support needs under the Disability Standards for Education 2005. A disability may include a medical condition impacting a student. The principal and learning support team will consult with the student, and their parents or carers, and any external service providers as needed, to plan adjustments for the student. Reasonable adjustments may include access to digital technologies to participate in the education on the same basis as a student without disability. This will be included in the student's personalised learning and support plan.

Our communication approach

Students will be informed about this approach by their teachers.

Parents and carers will be informed via:

- the school newsletter
- the school website Rules and policies - Annandale Public School (nsw.gov.au)
- the school enrolment pack

Handling complaints

If a student, and parent or carer has any complaints relating to this strategy, the first step is to follow the school's complaints process. If the issue cannot be resolved, they should access the Making a complaint about our schools guide.

The department's Complaints Handling policy also provides further information and support for both the school community and staff.

Changes since previous update

Last updated	Description of changes	Approved by
19 December 2024	Update aligned with DoE policy update	Principal

Changes since previous update