

Al Kamal Arabic School Digital Technologies – Internet, Social Media, and Digital Devices Policy

February 2024

Objective

This policy aims to ensure a comprehensive understanding among students and the school community regarding:

- Our dedication to providing students with opportunities to utilize digital technologies for improved learning and development within the school.
- Expected student conduct when utilizing digital technologies, encompassing the internet, social media, and digital devices (including computers, laptops, iPads).
- The school's commitment to fostering a secure, responsible, and discerning use of digital technologies. It also involves educating students on appropriate responses to potential threats or risks to well-being encountered during internet and digital technology use.
- The school's protocols and procedures for addressing inappropriate student behavior on digital technologies and the internet.

Coverage

This policy is applicable to all students at Al Kamal Arabic School. Staff technology use adheres to the Department's Acceptable Use Policy.

Definitions

For the purposes of this policy, 'digital technologies' encompass any networks, systems, software, or hardware, including electronic devices and applications enabling users to access, receive, view, record, store, communicate, copy, or send information such as text, images, audio, or video.

Implementation

Vision for Digital Technology at Al Kamal Arabic School

This school recognizes that digital technologies, including the internet, apps, computers, and iPads, offer students diverse opportunities to support learning and development. Increased access to digital technologies enables interactive, collaborative, personalized, and engaging learning experiences. These technologies facilitate student interaction with and creation of high-quality content, resources, and tools. They also allow personalized learning tailored to individual needs and interests, transforming assessment, reporting, and feedback and promoting new forms of collaboration and communication.

We believe that the use of digital technologies fosters valuable skills and knowledge, preparing students for success in a globalized and interconnected world. The school's vision is to empower students to leverage digital technologies for personal growth, enabling them to contribute positively to society as happy, healthy young adults.

Safe and Appropriate Use of Digital Technologies

While digital technology presents opportunities for enhanced learning, its inappropriate use may pose risks to user safety and well-being. At Al Kamal Arabic School, we are committed to educating students to use digital technologies safely, responsibly, and discerningly, equipping them with the skills and knowledge to navigate the digital age.

At Al Kamal Arabic School, we:

- Use online sites and digital tools that support learning, focusing on educational or developmental goals.
- Restrict the use of digital technologies in the classroom to specific purposes with targeted educational or developmental aims.
- Supervise and support students using digital technologies in the classroom.
- Effectively address issues or incidents that may impact student well-being.
- Actively remind students of their expected behavior, including online behaviors.
- Have a Digital Citizenship School Agreement outlining expectations for student use of digital technology at school.

- Utilize clear protocols and procedures to protect students working in online spaces, including reviewing the safety and appropriateness of online tools and communities, and promptly removing offensive content.
- Educate students on appropriate responses to potential dangers or threats to well-being encountered when using the internet and other digital technologies.
- Refer suspected illegal online acts to the relevant law enforcement authority for investigation.
- Support parents and carers in understanding safe and responsible use of digital technologies through regular updates in the newsletter and annual information sheets.

Distribution of school-owned devices to students and personal student use of digital technologies at school is permitted only when students and their parents/carers have completed and signed the Digital Citizenship School Agreement.

All messages 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 messages and files on the computer system, as necessary and appropriate. Communications, including text and images, may be required to be disclosed to law enforcement and other third parties without the consent of the sender.

Student Behavioral Expectations

- Breaches of this policy by students can result in various consequences, depending 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.

Evaluation

This policy will undergo review as part of the school's three-yearly policy review process. The last update was in February 2024, and the next scheduled review is in February 2027.

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