

## USE OF TECHNOLOGY AT WEST PYMBLE OUT OF SCHOOL CARE

*At WPOOSC we acknowledge the educational value of digital devices and online services in supporting and enhancing outcomes and student wellbeing. The children enjoy investigating ideas and extending on programme topics. We value the friendships that cooperative play on game consoles can provide.*

*We are adding to our programme for the older children, a gradual introduction to games on the Nintendo Switch and iPad. Each child's use of devices will be regulated and limited and 'bookings' required. The children will learn to 'manage' their allocation of turns across the month, to take responsibility for checking devices in and out, ensuring that all equipment is collected and returned in good condition.*

We require an *Acceptable Use of Digital Devices Agreement* to ensure the safety of each child attending our service.

Furthermore, students will not be permitted to bring any personal handheld gaming consoles to the service; this includes all iPods and mobile phones. Should these items find their way to WPOOSC, they will be stored safely until the end of the day. If you need to contact your child, you can phone the service on 9418 1918. From time to time, we may schedule a special Bring Your Own Device (BYOD) day, but this will be communicated to families at the time.

Children will have opportunity to access the centre devices under the supervision of Educators during their time with us, however, they will need to follow agreed practices as set out below.

### AGREEMENT

The Student Acceptable Use of Technology Agreement incorporates the use of all digital devices (e.g., Desktop computers, laptops, tablets, games consoles, electronic equipment etc.) The centre provides access and the use of these technologies with the expectation that students will make good decisions regarding using them.

This Student Acceptable Use of Technology Agreement must be agreed to and signed before students are permitted to use any wpoosc device.

*Students and parents/caregivers must be aware of and consent to the conditions of this Agreement.*

- Students and parents/caregivers must carefully read this Agreement prior to signing it.
- Any questions should be addressed to the centre and clarification, if required, obtained before the Agreement is signed.
- This Agreement applies to the duration of your enrolment at West Pymble Out of School Care.
- West Pymble Out of School care's policy, section E Programming 5.8 *Student Use of Digital Devices and Online Services Procedure* is available in our centre foyer.

### Student Acceptable Use of Technology: User Agreement

1. "Device or Technology"
  - 1.1. Reference in this Agreement to Device or Technology means an electronic device or equipment at West Pymble Out of School Care.
2. Equipment - Damage or loss of equipment
  - 2.1. Families of students are fully responsible for any damage or theft on the device they are using. Reimbursement may be required for centre property. The Director will, having regard to all the circumstances of the matter, determine whether the student is responsible for the damage to the device.

- 2.2. In circumstances where a device is damaged by abuse or malicious act of another student (“the other student”), the Director will, having regard to all the circumstances of the matter, determine whether the other student is responsible for the damage to the device and whether costs incurred in the repair of the device should be borne by the other student.
  - 2.3. Liability for damage or loss of peripheral equipment will in assessed in similar manner and may be borne by the student.
3. Acceptable equipment and communication system use
- 3.1. Use of any device is at the discretion of the Director and staff. Students must use the device as directed by educators.
  - 3.2. Check in / check out procedures must be followed. Make sure the device you are using is signed out from the West Pymble Out of School Care office under your name and signed back into the office when you finish, you are responsible when it is signed out in your name
  - 3.3. Standard centre behaviour management procedures apply for misuse of the device.
  - 3.4. Misuse may result in the student not being able to use any devices for a defined period.
  - 3.5. Continued or extreme behaviour issues may result in permission for the student to use any centre devices being revoked
  - 3.6. Students must NOT play any violent, offensive, or inappropriate games or visit any such sites. Students witnessing anything falling under this category must report it to an educator immediately



## STUDENT ACCEPTABLE USE OF TECHNOLOGY AGREEMENT

1. I/We have read the Student Acceptable Use of Technology Agreement.
2. We understand our responsibilities regarding the use of all technologies, including *Clause 2.1 Damage or loss of equipment*.
3. In signing below, we understand and agree to the Student Acceptable Use of Technology Agreement.
4. We understand that failure to comply with the Student Acceptable Use of Technology Agreement will invoke the centre's standard behaviour management procedures and/or the actions outlined in *Clause 3*.
5. I will use my own Dept of Education portal/internet log-in details and will never share them with others.
6. I will report inappropriate behaviour and inappropriate material to my teacher
7. I cannot use any WPOOSC devices until my parents and I have signed this Agreement and I have returned it to the centre.

### PLEASE SIGN AND RETURN THIS PAGE TO THE CENTRE

Name of student: ..... Year .....

Please print

Signature of student: ..... Date: ..... / ..... / .....

Name of parent/caregiver: .....

Please print

Signature of parent/caregiver: ..... Date: ..... / ..... / .....

I have read the WPOOSC Policies