



OOSH Device User Agreement Policy

Year 5/6

POLICY STATEMENT

All Hallows Out of School Hours Child Care Service recognises that devices are integral in children's education and learning at All Hallows Parish School. Our service supports the safe use of devices as part of this process and provides children with the opportunity to continue their learning in their time outside of school hours.

The use of devices at OOSH must not place at risk the safety, health or wellbeing of the children, educators, families, volunteers or visitors of the service (**My Time, Our Place Outcome 1**).

PROCEDURE

1. The DEVICE

1.1 Children bring their own device for use at All Hallows OOSH at their own risk.

1.2 All Hallows OOSH **WILL NOT** be responsible for any loss, theft or damage to:

(a) the device

(b) data stored on the device while the device is at OOSH, absolutely, in negligence or otherwise.

1.3 In circumstances where a device is damaged by abuse or malicious act of another child, reimbursement may be required. The Coordinator will, having regard to all the circumstances of the matter, determine whether the other child is responsible for the damage to the device and whether costs incurred in the repair of the device should be borne by the other child.

1.4 Children should not bring peripheral equipment, including power charges and cables to school with their device. Liability for damage or loss of peripheral equipment will in all circumstances be borne by the child.

2. Acceptable use

2.1 Use of the device during OOSH is at the discretion of OOSH staff. Children must use their device **ONLY** under the supervision of OOSH staff.

2.2 Children are to use devices in the staff designated area **ONLY**.

2.3 **The primary purpose of the device at OOSH is for HOMEWORK.** Children are NOT permitted to use social media, communication services (air dropping, face timing, etc.) or access the internet for anything other than educational purposes (Refer to All Hallows OOSH Social Media Policy and the school BYODD Policy around internet use).

2.4 Children are not permitted to use any communication services that can be accessed through their e-learning accounts or any another email accounts whilst at OOSH **UNLESS RETRIEVING HOMEWORK.**

2.5 While at OOSH, supervising staff have the right to question the appropriate use of the device, view its contents and instruct that the device be put away at any time. Staff may request that the device be kept in the OOSH office until the child is collected or goes to school.

2.6 Children are to connect their device to All Hallows Parish School's designated wireless network only. Children are not to connect their device to other wired, wireless or cellular networks whilst at OOSH.

2.7 Children are not to create, participate in, or circulate content that attempts to undermine, hack into and/or bypass the hardware and software security mechanisms that are in place.

2.8 Children will:

- not disable settings for virus protection, spam and filtering that have been applied as a departmental standard set by All Hallows Parish School
- ensure that the use and the content from the internet is used for genuine school requirements and educational activities that relate to their HOMEWORK ONLY
- adhere to All Hallows Parish School's BYODD iPad User Agreement
- adhere to All Hallows Parish School's Student ICT Behaviour Management Plan
- be aware that all use of internet and online communication services can be audited and traced to the e-learning accounts of specific users

3. Privacy and Confidentiality

3.1 Children will:

- not reveal personal information including names, addresses, photographs, credit card details and telephone numbers of themselves or others
- ensure privacy and confidentiality is maintained by not disclosing or using any information in a way that is contrary to any individual's interests

4. Consequences of Misuse

4.1 Will include and not limited to suspension of use, restricted use or loss of privilege to use devices during OOSH time

Parent & Child Acknowledgement

- We have read and understand the above agreement
- We understand a personally-owned device being used at OOSH and transported to and from OOSH is the responsibility of the child
- We understand that OOSH is not responsible for any loss, theft or damage of the device, the data or peripheral equipment
- We understand that device use at OOSH is for homework ONLY and no communication services will be accessed during this time unless to retrieve homework
- We understand that should there be a breach in agreement, device use will be restricted, suspended or lost. This decision will be at the discretion of the Coordinator

CONSIDERATIONS

Education and Care Services National Regulations	National Quality Standard	Other Service policies/documentation	Other
r73, 155, 168 (2)(h)	1. 1, 2.3, 4.2, 5.1, 6.2 and 7.3.	<ul style="list-style-type: none"> • Providing a Child Safe Environment policy • Social Media & Technology Policy 	<ul style="list-style-type: none"> • My Time, Our Place • All Hallows Parish School BYODD Policy, Behaviour contract

Reviewed and endorsed: October 2020

Next Review Date: October 2021