St Andrew's College

Boarding

Technology Policy and Procedures

Rationale

Technology is a dynamic, ever-changing factor in boarding life. Whilst it is desirable for boarders to have access to technology, including the internet as they might at their home, it is also important that appropriate restriction and management of technology is in place to ensure digital safety and appropriate use for all boarders relative to their age and stage of life. The boarding house has a responsibility to help students manage the addictive nature of technology, especially when it comes to the use of social media.

VPN's (Virtual Private Networks) are prohibited in the College, including boarding, as the VPN services students use present significant risk. These, along with access to unlimited data plans on mobile phones add complexities to an already difficult space to manage. Appropriate procedures must be put in place to ensure responsible management and use as part of the College's duty of care responsibilities, whilst striking a balance where access is reasonable, and boarders do not have the need to find work arounds such as the use of VPN's.

Objectives:

- The Boarding House will take reasonable measures to ensure the safety of students in the online world and in relation to 'screen time' and device management.

- This policy also acknowledges the role technology plays in the everyday life of boarding students. Not only for learning purposes but for social connection and as a communication tool.

- This policy is designed to introduce a graduated access to devices and an increased reliance on self-management around device use as boarders mature.

- Technology management procedures are designed to be fair for all students across year levels to ensure a consistent approach for all.

- Policy and procedures around the management of technology should reflect a balance of parental expectations, student voice and the practicalities of management in a communal environment.

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Guidelines:

Access to devices –

It is recommended that boarders limit their devices to a laptop and mobile phone only. Smart watches are also acceptable. iPads, handheld gaming devices, gaming consoles and desktop PCs are discouraged and may only be allowed on a House Manager's approval.

Mobile phones are a requirement for every boarder. Smart phones with internet access are recommended for the purposes of leave management and other boarding related Apps.

Devices are managed by staff at night time and there is an expectation that bedrooms are device free for sleeping. Year 9 – 12 boarders are expected to hand their devices in to a secure area as follows:

Year 9	Hand in all devices every night 30 minutes before scheduled lights out. Collect again the next morning.
Year 10	Hand in all devices every night 30 minutes before scheduled lights out. Collect again the next morning.
Year 11	Hand in all devices every night 30 minutes before scheduled lights out. Collect again the next morning. Friday and Saturday night where they can keep laptops (no charger).
Year 12	Hand in phones Sunday - Thursday nights 30 minutes before scheduled lights out Collect again the next morning. Can have phones on a Friday and Saturday night. Can 'opt-out' from device management via parent contact with House Manager
Year 13	No expectation to hand in devices however, this may be considered if boarder is not managing to get adequate sleep or meet other expectations.

"Offline Time"

An hour of 'Tech Free' time will be put in place one night per week. This will vary to suit events of the week. ALL boarders hand-in their phones from 6.30pm when Prep starts and laptops at the end of Prep, which will finish at 7.30pm. Following Prep, the objective is to provide a space for boarders to interact in 'unstructured play'. House Leaders and Boarding Council will be encouraged to lead in this space. Boarders will be able to access their devices again from approx. 8.45pm.

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Access to the internet –

Boarding students at St. Andrew's College access the internet through a Wi-Fi network, managed by the College ICT team. Firewalls restrict access to certain sites and categories of web content such as pornography, gambling, advertising, and other inappropriate content.

During the school day, boarders access the internet using the same network profile as day students. Once the school day ends, boarders change over to the boarding profile which allows wider access to internet content including games and other sites, generally blocked during school hours.

Requests for access to games and other sites, generally blocked during school hours, should be submitted to the Director of Boarding. If deemed appropriate, the ICT department will attempt to provide access based on a best endeavours' basis. Sometimes, without the input from the requested services themselves, it is not always possible to provide access.

The boarding profile allows access during certain times of the day and night. These times are managed by Boarding Management based on age-appropriate timings. Any boarder accessing the internet outside of these times can only do so by using a VPN (prohibited) or through mobile data which can only be managed by parents.

Access times are set as follows:

Sunday – Thursday nights

Year 9	After school through to 9.00pm
Year 10	After school through to 9.30 pm
Year 11	After school through to 9.45 pm
Year 12	After school through to 11.00 pm
Year 13	No cut off. Emphasis on self-management

N.B. All levels active again at 6.30 am until the start of the school day.

Friday & Saturday nights

Year 9	6.30 am to 10.00 pm
Year 10	6.30 am to 10.15 pm
Year 11	6.30 am to 11.00 pm
Year 12	6.30 am to 12.00 am
Year 13	No cut off. Emphasis on self-management

Boarder responsibilities

All students are required to consent and abide by the College Cybersafety Use Agreement, which covers access and use of the College ICT facilities. The full agreement can be found on StACNet. A username and password is provided for each student, which must not be shared.

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Students who breech the College Cybersafety Agreement or Boarding House procedures will be managed in accordance with the Boarding House Behaviour Management procedures which can be found in the Boarding Handbook.

Parent responsibilities / Parental Control Apps

Parents are encouraged to support healthy phone routines through the use of Parental Control Apps. It is expected that discussion at home will take place around personal device use and what Parental Controls can be managed by parents for their son/daughter(s) device.

Review Leader	Matt Parr
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