



Aunty Agnes Shea

HIGH SCHOOL

WALKING TOGETHER, SHAPING TOMORROW

Chromebook Guideline



Help for non-English speakers.

If you need help to understand the information in this policy, please contact Aunty Agnes Shea High School Front Office 02 61 424250.

Purpose

Since 2018 the ACT Government has loaned every public-school secondary school student a Chromebook. These are provided to support learning in schools and equitable access to the online learning environment. Students are required to bring their fully charged Chromebook to school every day, unless otherwise advised. At enrolment, all students are required to sign the [ACT Education Directorate – Acceptable Use of ICT Code of Practice](#).

This guideline also applies to students who bring their own device (laptop or chromebook to school).

Appropriate Chromebook Use

- Chromebooks are used as a tool to help engage students, enhance their learning experiences, provide them with an opportunity to collaborate and discover, and in doing so produce responsible, literate, and knowledgeable digital citizens.
- During learning times Chromebooks remain in bags until students are directed to access these devices.
- During instructional phases of the lesson, Chromebook lids must remain closed.
- During recess and lunch breaks, Chromebooks may only be used for homework purposes in the library, or for educational purposes during a structured club activity.

Inappropriate Chromebook Use

Chromebooks are not to be used for non-educational/non-learning purposes (eg gaming, YouTube, social media, inappropriate web browsing or similar) at any time while at school

- Chromebook use during recess or lunch breaks for non-homework purposes is not permitted.
- Chromebooks remain the property of the Education Directorate. Any deliberate damage may result in a request for a family to pay for a repair or purchase a replacement and/or other consequences, including possible suspension, as outlined in the Aunty Agnes Shea High School sequence of student support.

Procedures if a Chromebook is used inappropriately:

- Where a teacher determines a Chromebook is being used inappropriately (for non-educational purposes or outside of the library during breaks) the teacher will remind the student of the school Chromebook policy.

- Where a student refuses to cease inappropriate Chromebook use after a warning, the classroom teacher will confiscate the student’s Chromebook. It will be securely stored in the front office for the remainder of the day.
 - o Where a child’s Chromebook is confiscated, teachers must have alternate, non-digital learning materials available for the student.
- If the student does not hand it over to the teacher, the Executive teacher or another teacher will come and confiscate it. It will be securely stored in the front office for the remainder of the day.
- If a student refuses to follow a teacher’s instructions, the behaviour will be dealt with as defiance. Any additional consequences will be in line with the Aunty Agnes Shea High School sequence of student support.

Where a student has had their Chromebook confiscated for a second time in a semester, the student and parents/carers will be required to meet with a member of the school leadership team to determine a suitable management plan.

Name	Chromebook Guideline
Current Version	August 2024
Date for review	August 2025
Sub-Program/Area	Student Wellbeing

