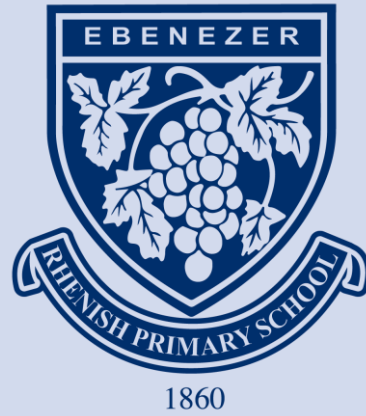




Rhenish Primary School

Device Policy

(UPDATED: JANUARY 2026)





Rhenish Primary School actively encourages the use of technology for education. We are proud to have a school-wide network with full access to the Internet. These facilities significantly expand the knowledge base available to pupils and teachers.

RULES FOR USE OF DEVICES AT SCHOOL

Purposeful Internet Usage:

- The Internet is exclusively intended for educational activities related to school work.
- Google Classroom is designated for academic assignments and communication related to school work.

Software and Media Restrictions:

- Downloading, upgrading, or installing software on personal device within the school premises is prohibited.
- Streaming or downloading music and movies on the school network is not allowed
- Engaging in the download, streaming, or playing of games during school hours is strictly prohibited.

Internet Monitoring:

- The school reserves the right to monitor students' internet activities while they are connected to the school network.

Account and System Access:

- Unauthorized attempts to access another person's account, the school's internet system, or any school administrative systems are strictly prohibited.
- Students are solely responsible for safeguarding their own Google accounts.

Vandalism and Harassment:

- Disciplinary action will be taken against individuals found engaged in vandalism or harassment
- Vandalism refers to intentionally damaging, altering, or destroying school equipment or data, whether belonging to the school or another user.
- Harassment includes persistently bothering another user or disrupting their work.

Social Networking and Web 2.0 Sites:

- Access to Social Networking/Web 2.0 sites is prohibited on the school network
- This encompasses websites/apps allowing the publication of information that remains accessible after leaving the site, such as forums, blogs, and wikis, social media platforms (e.g., Messenger, Instagram, "X" (formerly Twitter), TikTok, WhatsApp, or Facebook).



Adherence to Laws and Regulations:

- All South African laws, regulations, and rules apply, including those related to plagiarism, copyright, and offensive content.

Privacy:

- Sharing private information, videos, or photos of staff or fellow students is not permitted.
- Privacy laws are in place to protect all individuals.

Communication and Device Usage During Academic Time:

- Students are not allowed to contact parents through their devices during academic hours; communication with parents must go through teachers and the school reception.
- Usage of smartwatches or cellphones for communication or content access is prohibited during academic hours.
- Private usage of devices, including smartwatches, cellphones, tablets, laptops, or desktops, during academic time is subject to confiscation

Academic Device Usage:

- **Focused Engagement:** Students are expected to remain engaged during online class sessions, refraining from activities such as playing games, accessing unapproved content, or listening to music, unless explicitly authorized by the teacher for educational purposes.
- **Teacher Alignment:** Devices and content used by students should always align with teacher instructions and be used under teacher supervision to ensure a productive learning environment.
- **Cellphone Usage:** Cell phones are strictly prohibited during academic and break times. Any violation will result in immediate confiscation, promoting an uninterrupted learning experience.

AMENDMENT: SCHOOL-ISSUED CHROMEBOOKS (PHASED ROLLOUT)

Rhenish Primary School will begin the phased introduction of school-issued Chromebooks as part of its digital learning programme.

- *In the current academic year, Chromebooks will be issued to Grade 6 learners only.*
- *In the following academic year, a new batch of Chromebooks will be rolled out to Grade 7 learners.*

All school-issued Chromebooks remain the **property of Rhenish Primary School** and are provided strictly for **educational purposes**.



Distribution, Collection, and Monitoring of Chromebooks

School-issued Chromebooks will be **issued and collected daily** by **two appointed class monitors**.

- Each child will be allocated a **specific numbered Chromebook**, which will remain assigned to that learner for **Grade 6 and Grade 7**.
- A child will therefore be responsible for the same device over a two-year period.
- This system allows for better accountability, monitoring, and care of devices.

Class monitors are required to **physically inspect each Chromebook** when it is handed out and when it is returned. Responsibility for any damage lies with the device user, and all damage must be reported immediately to the teacher.

Care, Responsibility, and Damage

Learners are expected to take **reasonable care** of all school-issued Chromebooks at all times. Any **negligence, misuse, or intentional damage** to a school-issued Chromebook will result in the **cost of repair or replacement being charged to the parent/guardian**. Continued misuse may lead to **withdrawal of device privileges**.

Consequences for Violations:

- In case of rule violations, teachers are authorized to confiscate the device for up to one week (5 school days or as per their judgment).
- Devices will be labelled with the student's name and class and stored in the school's safe until the specified return date.
- If needed for online school work, devices may be retrieved before the 5-day period elapses, but they will be returned once the assigned work is completed.

Device Security and Responsibility:

- **BYOD Security Measures:** Students using their own devices at school (BYOD) are required to implement and maintain adequate security measures on their devices. This ensures the protection of sensitive data and promotes a secure digital environment.
- **Parental Accountability:** Parents hold the responsibility for the content present on their child's device. It's crucial for parents to regularly monitor and supervise the content, applications, and activities on their child's device to ensure appropriateness and safety.
- **School Provided Safeguards:** As an additional layer of security, the school equips its digital environment with robust safeguards. These include a comprehensive firewall system to control network access, an effective antivirus system to detect and prevent malware, and the utilization of G Suite tools to manage and guide student online behaviour.

This collaborative approach between students, parents, and the school promotes a secure and conducive technological learning atmosphere.



Encounter of Controversial Material

- We will take precautionary measures to prevent access to anything that may be controversial, inappropriate or offensive; however, the Internet is too big to fully guarantee control of all content. You must immediately remove yourself from any material you come across by accident, and report it to your teacher. Deliberate access of this material will result in disciplinary action.

Security

- The child is responsible for the safety and security of their own device. Lockable lockers are assigned to all Grade 6 and 7 children. Devices are to be securely locked away when not in use.
- RPS is not responsible for damage to or theft of personal devices. Lockers are provided, and while security cameras are in place, this is not a guarantee.
- Parents are responsible for damages / theft or loss of any borrowed devices and will be billed accordingly. The use of school devices will be suspended until the replacement or repair has been paid for by the parent. Please also refer to clause 4.2.6 in the Information Brochure which is available on the website and on the D6.

Social media group

- We strongly discourage the use of private social media or messenger groups among learners. This includes, but is not limited to, WhatsApp groups, private Google Classrooms, Google Chats, Snapchat groups, and similar platforms. All official school communication will only be shared through approved channels, including class groups with parents, the D6 Communicator, and Google Classrooms.
- We want to make it clear that we can't keep track of private groups formed by learners outside of the school's view. However, we highly encourage parents to actively monitor their children's activities on social media. We appreciate your cooperation and involvement in this matter.

Privilege

The use of the network is a privilege, not a right. Inappropriate use, including any violation of these conditions and rules, may result in cancellation of the privilege.