## Appendix 1 – Survey questions

This document supports the Consultation survey analysis guide. It is a copy of all items and available responses in the Google and Microsoft form templates:

* School Staff Consultation Survey – page 1
* Student Consultation Survey – page 5
* Parent/Carer Consultation Survey – page 8.

**\***Survey sections and questions marked below with an asterisk are essential because your school procedure must include mandatory policy requirements.

|  |  |  |
| --- | --- | --- |
| School Staff | Students | Parents/Carers |
| 1. Introduction
2. About you
3. Technology & digital skills
4. Our school's approach to devices\*
5. Learning & teaching
6. Responsibilities & obligations\*
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 | 1. Introduction
2. About you
3. **Our school's approach to devices\***
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 | 1. Introduction
2. About my school-age child/children
3. **Our school's approach to devices\***
4. Digital technology use at our school
5. **Adjustments & exemptions\***
6. Learning at home
7. **Responsibilities & obligations\***
8. Open feedback
 |

## School staff survey

### Consultation – School Staff

#### About you

##### Purpose

1. The stage/s you teach this year:
	1. Early stage one
	2. Stage one
	3. Stage two
	4. Stage three
	5. Stage four
	6. Stage five
	7. Stage six
	8. Across the school
	9. Other
2. Years teaching:
	1. Less than 3
	2. 3-5
	3. 6-9
	4. 10-15
	5. More than 15
3. In the last year, what training or professional learning on using technology for educational purposes have you completed? This includes professional learning courses or other forms of study such as higher education.
	1. Course/s
	2. Conference/s
	3. Professional reading
	4. Other tertiary studies
	5. Undergraduate
	6. Postgraduate
	7. Other

##### Technology and digital skills

##### Do you agree or disagree with the following statements? (1 strongly disagree – 6 strongly agree)

1. I have the technology skills I need to help students learn. (1 strongly disagree – 6 strongly agree)
2. I know how to keep myself safe online. (1 strongly disagree – 6 strongly agree)
3. I recognise the use of technology creates ethical challenges, such as intellectual property and plagiarism, confidentiality in electronic communication, digital information security practices and the impact of ICT in society. (1 strongly disagree – 6 strongly agree)
4. What else can the school do to help you develop your skills with technology?

##### Our school's approach to devices

For primary schools

Primary aged students are not allowed to use digital devices during school hours unless for an educational purpose or for other reasons such as an adjustment to support learning and wellbeing.

For secondary schools

There are different ways that secondary schools can manage devices.

* No restriction - Students can use digital devices in class, the playground and in school related settings.
* Partial restriction – Students cannot use digital devices in class or other school activities. Students may use devices in some circumstances.
* Full restriction – Students cannot use devices at school or related setting unless approved for an educational purpose.
1. For secondary schools only - In your opinion, choose the best option for our school from the list above.
	1. No restriction
	2. Partial restriction
	3. Full restriction
2. For secondary schools only - In your opinion, why is this the best option for our school?
3. For secondary schools only - In your opinion, students should be able to use digital devices in the following places:
	1. When the teacher chooses
	2. At recess and lunch
	3. In certain supervised areas of the playground
	4. Between classes
	5. Only by some years (eg. Years 11 and 12)
	6. On school excursions and camps
	7. School sport, PSSA, CHS and school carnivals
	8. Work-experience placements
	9. None
4. Our school has restrictions on the use of digital devices and mobiles phones. In your opinion, where should they be stored when not in use?
	1. Phones are used in class for learning activities
	2. Off and left at the school office
	3. Locked phone pouch
	4. Hand in your pone at the start of class (in a box)
	5. Phones in lockers
	6. Off and away in bags

Contact between students and their parents, carers, employers during school hours

We need to consider our school's approach to parent, carer and student communication during the school day.

1. In your opinion, if a parent wants to contact their child or a student wants to contact their parent/carer, (or an employee if they're in high school) - how should this happen?
	1. Use mobile phone during class time
	2. Use mobile phone during recess and lunch
	3. Through the school office

##### Learning and teaching

##### Do you agree or disagree with the following statements? (1 strongly disagree – 6 strongly agree)

1. I plan activities to help students learn to communicate with technology. (1 strongly disagree – 6 strongly agree)
2. I plan activities to help students learn to collaborate with technology. (1 strongly disagree – 6 strongly agree)
3. I plan activities to help students learn to create with technology. (1 strongly disagree – 6 strongly agree)
4. I plan activities to help students learn to investigate with technology. (1 strongly disagree – 6 strongly agree)
5. I plan activities to help students learn to manage and operate technology. (1 strongly disagree – 6 strongly agree)
6. I use technology to assess students' content knowledge. (1 strongly disagree – 6 strongly agree)
7. I can teach students how to effectively use technology for learning. (1 strongly disagree – 6 strongly agree)
8. I am confident in my ability to teach students to be safe online. (1 strongly disagree – 6 strongly agree)
9. I am confident in my ability to teach ethical use of technology. (1 strongly disagree – 6 strongly agree)
10. What else can the school do to help you use technology to support teaching and learning?

##### Responsibilities and obligations

Supporting students to use digital devices and online services in safe, responsible and respectful ways is a shared responsibility. Recommended inclusions for students, parents and carer and principals and teachers are in each section below. Read through the section. Are there changes or additions you would like to see in our school procedures?

For students

* Be safe, responsible and respectful users of digital devices and online services, and support their peers to be the same.
* Respect and follow school rules and procedures and the decisions made by staff, knowing that other schools may have different arrangements.
* Communicate respectfully and collaboratively with peers, school staff and the school community.
1. Are there any changes you would like to see in our school procedure?

For parents

* Recognise the role they play in educating their children and modelling the behaviours that underpin the safe, responsible and respectful use of digital devices and online services.
* Support implementation of the school procedure, including its approach to resolving issues.
* Communicate with school staff and the school community respectfully and collaboratively.
* Switch off or put their digital devices on silent when at official school functions, during meetings and when assisting in the classroom.
* Provide digital devices that meet school specifications where a school is participating in a bring your own device program and complete any related paperwork.
1. Are there any changes you would like to see in our school procedure?

For the principal and teachers

* Deliver learning experiences that encourage safe, responsible and respectful use of digital devices and online services.
* Model appropriate use of digital devices and online services in line with departmental policy.
* Respond to and report any breaches and incidents of inappropriate use of digital devices and online services.
* Support parents and carers to understand strategies that promote their children's safe, responsible and respectful use of digital devices and online services.
* Participate in professional development related to appropriate use of digital devices and online services.
1. Are there any changes you would like to see in our school procedure?

##### Open feedback

1. Is there anything else you would like to add?

## Student survey

### Consultation – Students

#### About you

1. What year are you in?
	1. Kindergarten
	2. Year 1
	3. Year 2
	4. Year 3
	5. Year 4
	6. Year 5
	7. Year 6
	8. Year 7
	9. Year 8
	10. Year 9
	11. Year 10
	12. Year 11
	13. Year 12
2. I am good at using technology for learning?
	1. Yes
	2. No
3. What can the school do to help you develop your skills with technology?

#### Our school's approach to devices

Our school, in consultation with our community, is gathering views that will determine any restrictions to be applied to student use of digital devices.

Digital devices are any electronic device that can process digital information and connect to the internet. For example, computers, iPads, tables, mobile phones and smart watches.

Teachers will continue to use digital devices in class, and will decide when and how they are best used.

For primary schools

Primary aged students are not allowed to use digital devices during school hours unless for an educational purpose or for other reasons such as an adjustment to support learning and wellbeing.

For secondary schools

There are different ways that secondary schools can manage devices.

* No restriction - Students can use digital devices in class, the playground and in school related settings.
* Partial restriction – Students cannot use digital devices in class or other school activities. Students may use devices in some circumstances.
* Full restriction – Students cannot use devices at school or related setting unless approved for an educational purpose.
1. For secondary schools only - In your opinion, choose the best option for our school from the list above.
	1. No restriction
	2. Partial restriction
	3. Full restriction
2. In your opinion, why is this the best option for our school?
3. For secondary schools only - In your opinion, students should be able to use digital devices in the following places:
	1. When the teacher chooses
	2. At recess and lunch
	3. In certain supervised areas of the playground
	4. Between classes
	5. Only by some years (eg. Years 11 and 12)
	6. On school excursions and camps
	7. School sport, PSSA, CHS and school carnivals
	8. Work-experience placements
	9. None
4. Our school has restrictions on the use of digital devices and mobiles phones. In your opinion, where should they be stored when not in use?
	1. Phones are used in class for learning activities
	2. Off and left at the school office
	3. Locked phone pouch
	4. Hand in your pone at the start of class (in a box)
	5. Phones in lockers
	6. Off and away in bags

Contact between students and their parents, carers, employers during school hours

We need to consider our school's approach to parent, carer and student communication during the school day.

1. If you need to contact your parents (or your employee if you're in high school) - or they need to contact you - how should this happen?
	1. Use mobile phone during class time
	2. Use mobile phone during recess and lunch
	3. Through the school office

#### Learning with technology

1. I use technology to communicate with my teacher and other students for learning.
	1. Yes
	2. No
	3. Sometimes
2. I use technology to work with my teacher and other students.
	1. Yes
	2. No
	3. Sometimes
3. I use technology to show what I have learnt.
	1. Yes
	2. No
	3. Sometimes
4. I use technology to find information I need for learning.
	1. Yes
	2. No
	3. Sometimes

#### My responsibilities

As a student I need to be safe, respectful and responsible when using digital devices and online services. I know our school rules about digital devices and mobile phones.

1. I know how to keep myself safe online.
	1. Yes
	2. No
2. I know the school rules about digital devices and mobile phones.
	1. Yes
	2. No
3. I understand the consequences at our school if we don't use our digital devices or mobile phones safely, respectfully and responsibly.
	1. Yes
	2. No

#### Open feedback

1. Is there anything else you would like to add?

## Parent/Carer survey

### Consultation – Parent/Carer

#### About my school age child/children

##### Purpose

1. Your child/children's year group/s:
	1. Kindergarten
	2. Year 1
	3. Year 2
	4. Year 3
	5. Year 4
	6. Year 5
	7. Year 6
	8. Year 7
	9. Year 8
	10. Year 9
	11. Year 10
	12. Year 11
	13. Year 12

#### Our school's approach to devices

Our school, in consultation with our community, are gathering views to determine any restrictions to be applied to the use of digital devices by our students. Digital devices are any electronic device that can process digital information and connect to the internet. For example, computers, iPads, tables, mobile phones and smart watches.

The school's approach will also govern students participating in our school's BYOD program. Devices used in our school's BYOD program are to be considered just like any other digital device at school.

Teachers will continue to incorporate digital devices into their classroom practice, and will decide when and how they are best used in their classrooms.

For primary schools

Primary aged students are not allowed to use digital devices during school hours unless for an educational purpose or for other reasons such as an adjustment to support learning and wellbeing.

For secondary schools

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	1. No restriction
	2. Partial restriction
	3. Full restriction
2. In your opinion, why is this the best option for our school?
3. For secondary schools only - In your opinion, students should be able to use digital devices in the following places:
	1. When the teacher chooses
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* 1. If I want to contact my child, or they need to contact me or another parent/carer (or an employee if they're in high school) - how should this happen?
	2. Use mobile phone during class time
	3. Use mobile phone during recess and lunch
	4. Through the school office

####  Digital technology use at our school

#### Do you agree or disagree with the following statements? (1 strongly disagree – 6 strongly agree)

1. Teacher/s use technology to communicate with my child. (1 strongly disagree – 6 strongly agree)
2. Teacher/s use technology to communicate with me. (1 strongly disagree – 6 strongly agree)
3. My child/children use technology to communicate with other students for learning. (1 strongly disagree – 6 strongly agree)
4. My child/children use technology to do their class work. (1 strongly disagree – 6 strongly agree)
5. My child/children use technology to do their homework. (1 strongly disagree – 6 strongly agree)
6. My child/children use technology to find information they need for learning. (1 strongly disagree – 6 strongly agree)
7. My child/children learn to be safe online. (1 strongly disagree – 6 strongly agree)
8. My child/children learn to be respectful and responsible online. (1 strongly disagree – 6 strongly agree)
9. Is there anything else you want to tell us about technology at our school?

#### Adjustments and exemptions

#### The school will work with individual students and their parents or carers where an adjustment or exemption may be required for a student's learning and/or wellbeing needs.

#### Responsibilities and obligations

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* Respect and follow school rules and procedures and the decisions made by staff, knowing that other schools may have different arrangements.
* Communicate respectfully and collaboratively with peers, school staff and the school community.
1. Are there any changes you would like to see in our school procedure?

For parents

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* Participate in professional development related to appropriate use of digital devices and online services.
1. Are there any changes you would like to see in our school procedure?

#### Open feedback

1. Is there anything else you would like to add?